

Application: St. HOPE Leadership Academy Charter School

Gretchen Liga - gliga@csbm.com
Annual Reports

Summary

ID: 0000000048

Status: Annual Report Submission

Entry 1 School Info and Cover Page

Completed - Jul 31 2020

Instructions

Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within Annual Report portal. When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2019-20 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2020)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

ST. HOPE LEADERSHIP ACADEMY CHARTER SCHOOL 310500860928

a1. Popular School Name

St. HOPE

b. CHARTER AUTHORIZER (As of June 30th, 2020)

Please select the correct authorizer as of June 30, 2020 or you may not be assigned the correct tasks.

NEW YORK CITY CHANCELLOR OF EDUCATION

c. DISTRICT / CSD OF LOCATION

CSD # 5 - MANHATTAN

d. DATE OF INITIAL CHARTER

11/2007

e. DATE FIRST OPENED FOR INSTRUCTION

8/2008

f. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

St. HOPE Leadership Academy Charter School embraces the following mission statement, which serves as the foundation of the School: To educate self-motivated, productive, and critically thinking leaders who are prepared to succeed in a college preparatory high school, committed to serving others, and passionate about lifelong learning.

g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school's mission and goals, are core to the school's overall design, and are critical to its success.

KDE 1	An orderly, structured and disciplined learning environment
KDE 2	Character development as the underpinning of (and precursor to) academic achievement
KDE 3	Rigorous, standards-based college preparatory curriculum
KDE 4	Focus on literacy and mathematics
KDE 5	Low student-teacher ratios
KDE 6	An extended instructional day
KDE 7	Frequent benchmark assessments of scholar progress
KDE 8	Intensive interventions for scholars who are performing far below grade level
KDE 9	Extensive leadership development and community service opportunities
KDE 10	(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

<https://sthopeleadershipacademy.org/>

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2019-2020 SCHOOL YEAR (exclude Pre-K program enrollment)

300

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2020 (exclude Pre-K program enrollment)

287

k. GRADES SERVED IN SCHOOL YEAR 2019-2020 (exclude Pre-K program students)

Check all that apply

Grades Served

6, 7, 8

l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2020-2021?

	No, just one site.
--	--------------------

School Site 1 (Primary)

m1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	222 West 134th Street, New York, NY 10030	212-283-1204	NYC CSD 5	6-8	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Meghann Persenaire	212-283-1204	212-882-1830	mpersenaire@sthopeharlem.org
Operational Leader	Winsome Warden	212-283-1204	212-882-1420	wwarden@sthopeharlem.org
Compliance Contact	Vivian Lee	212-283-1204	212-882-1149	vlee@sthopeharlem.org
Complaint Contact	Meghann Persenaire	212-283-1204	212-882-1830	mpersenaire@sthopeharlem.org
DASA Coordinator	Karina Perez	212-283-1204	212-882-1956	kperez@sthopeharlem.org
Phone Contact for After Hours Emergencies	Meghann Persenaire	212-283-1204	212-882-1830	mpersenaire@sthopeharlem.org

m1b. Is site 1 in public (co-located) space or in private space?

Co-located Space

m1c. Please list the terms of your current co-location.

	Date school will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1	N/A	No		No		Yes

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2020.

Site 1 Certificate of Occupancy (COO)

Site 1 Fire Inspection Report

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2019-2020 school year? (Please include approved or pending material and non-material charter revisions).

No

PLEASE NOTE CHARTER SCHOOLS WILL NO LONGER SUBMIT FINANCIAL STATEMENTS, ANNUAL BUDGETS, AND RELATED FISCAL DATA VIA THE ANNUAL REPORT. HOWEVER, NYSED BOARD OF REGENTS WOULD LIKE TO KNOW IF YOUR SCHOOL'S BOARD OF TRUSTEES HAS APPROVED A BUDGET FOR THE 2020-2021 FISCAL YEAR.

o. Has your school's Board of Trustee's approved a budget for the 2020-2021 FY?

Yes

ATTESTATION

p. Individual Primarily Responsible for Submitting the Annual Report.


Name	Vivian Lee
Position	Business Manager
Phone/Extension	212-283-1204
Email	vlee@sthopeharlem.org

p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Check **YES if you agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).**

Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is stylized, starting with a large 'M' and ending with a long horizontal stroke.

Signature, President of the Board of Trustees



Date

Jul 21 2020

Thank you.



Entry 3 Progress Toward Goals

Completed - Oct 28 2020

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2019-2020 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only.

Complete the tables provided. List each goal and measure as contained in the school’s currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2020.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2019-2020 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2019-20 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
				While the NYS ELA exams were not administered, we did collect end-of-year scholar achievement data through Achieve3000 which measures

Academic Goal 1	<p>The percentage of the school's students who score at or above Level 3 on the New York State ELA examination must exceed such percentage for the Community School District (CSD) in which the school is located.</p>	<p>NYS ELA exams</p> <p>Due to school closures, NYS ELA exams were not administered.</p>	Unable to Assess	<p>non-fiction reading ability through year-long participation in their online program. This data, both schoolwide and by grade, is closely correlated with our state exam performance each year. For the 2019-20 school year, the schoolwide percentage of scholars considered College and Career Ready grew from 18% in September to 40% in June. Sixth grade grew from 3% to 23%, 7th grade from 18% to 42% and 8th grade from 31% to 58%.</p>
	<p>The percentage of the school's students who</p>	<p>NYS ELA exams</p>		<p>While the NYS ELA exams were not administered, we did collect end-of-year scholar achievement data through Achieve3000 which measures non-fiction reading ability through year-long participation in their online program. This data, both</p>

Academic Goal 2	score at or above Level 3 on the New York State ELA examination must exceed such percentage for New York City	Due to school closures, NYS ELA exams were not administered.	Unable to Assess	schoolwide and by grade, is closely correlated with our state exam performance each year. For the 2019-20 school year, the schoolwide percentage of scholars considered College and Career Ready grew from 18% in September to 40% in June. Sixth grade grew from 3% to 23%, 7th grade from 18% to 42% and 8th grade from 31% to 58%.
Academic Goal 3	The percentage of the school's students who score at or above Level 3 on the New York State	NYS Math exams Due to school	Unable to Assess	While the NYS Math exams were not administered, we did collect interim data on scholar math performance prior to the start of virtual instruction. These interim exams were administered under testing conditions and the exam was based on questions from prior NYS math exams, including open-ended questions. The percentages considered passing are scholars who answered at least

	<p>Mathematics examination must exceed such percentage for the Community School District (CSD).</p>	<p>closures, NYS Math exams were not administered.</p>	<p>62% of the questions correctly.</p> <p>In 6th grade math, 26% of scholars passed the interim.</p> <p>In 7th grade math, 35% of scholars passed the interim.</p> <p>In 8th grade math, 42% of scholars passed the interim.</p> <p>The schoolwide pass rate was 35%, which is 2% higher than the schoolwide pass rate for the NYS 2018-19 state math exams.</p>
	<p>The percentage of the school's</p>		<p>While the NYS Math exams were not administered, we did collect interim data on scholar math performance prior to the start of virtual instruction. These interim exams were administered under testing conditions and the exam was based on questions from prior NYS math exams, including open-ended questions. The</p>

Academic Goal 4	<p>students who score at or above Level 3 on the New York State Mathematics examination must exceed such percentage for New York City.</p>	<p>NYS Math exams</p> <p>Due to school closures, NYS Math exams were not administered.</p>	<p>Unable to Assess</p>	<p>percentages considered passing are scholars who answered at least 62% of the questions correctly.</p> <p>In 6th grade math, 26% of scholars passed the interim.</p> <p>In 7th grade math, 35% of scholars passed the interim.</p> <p>In 8th grade math, 42% of scholars passed the interim.</p> <p>The schoolwide pass rate was 35%, which is 2% higher than the schoolwide pass rate for the NYS 2018-19 state math exams.</p>
	<p>Based on the proficiency rates on the New York State ELA</p>	<p>NYS ELA exams</p>		<p>While the NYS ELA exams were not administered, we did collect end-of-year scholar achievement data through Achieve3000 which measures non-fiction reading ability through year-long participation in their online program. This data, both</p>

Academic Goal 5	<p>examination, the school will demonstrate positive academic growth in each year of the charter term.</p>	<p>Due to school closures, NYS ELA exams were not administered.</p>	<p>Unable to Assess</p>	<p>schoolwide and by grade, is closely correlated with our state exam performance each year. For the 2019-20 school year, the schoolwide percentage of scholars considered College and Career Ready grew from 18% in September to 40% in June. Sixth grade grew from 3% to 23%, 7th grade from 18% to 42% and 8th grade from 31% to 58%.</p>
	<p>Based on the proficiency rates on the New York State Mathematics examination, the</p>	<p>NYS Math exams</p> <p>Due to school</p>		<p>While the NYS Math exams were not administered, we did collect interim data on scholar math performance prior to the start of virtual instruction. These interim exams were administered under testing conditions and the exam was based on questions from prior NYS math exams, including open-ended questions. The percentages considered passing are scholars who answered at least</p>

Academic Goal 6	school will demonstrate positive academic growth in each year of the charter term.	closures, NYS Math exams were not administered.	Unable to Assess	<p>62% of the questions correctly.</p> <p>In 6th grade math, 26% of scholars passed the interim.</p> <p>In 7th grade math, 35% of scholars passed the interim.</p> <p>In 8th grade math, 42% of scholars passed the interim.</p> <p>The schoolwide pass rate was 35%, which is 2% higher than the schoolwide pass rate for the NYS 2018-19 state math exams.</p>
Academic Goal 7	Where the school has an eligible subgroup population (deemed as six or more students) of English language learners, the school will demonstrate positive academic growth on New	NYS ELA exams Due to school closures, NYS ELA exams were not administered.	Unable to Assess	<p>While the NYS ELA exams were not administered, we did collect end-of-year scholar achievement data through Achieve3000 which measures non-fiction reading ability through year-long participation in their online program. This data, both schoolwide and by grade, is closely correlated with our</p>

	York State ELA examination proficiency rates for that applicable population.			state exam performance each year. For the 2019-20 school year, the schoolwide percentage of English language learners considered College and Career Ready grew from 9% in September to 31% in June.
Academic Goal 8	Where the school has an eligible subgroup population (deemed as six or more students) of students with disabilities, the school will demonstrate positive academic growth on New York State ELA examination proficiency rates for that applicable population.	NYS ELA exams Due to school closures, NYS ELA exams were not administered.	Unable to Assess	While the NYS ELA exams were not administered, we did collect end-of-year scholar achievement data through Achieve3000 which measures non-fiction reading ability through year-long participation in their online program. This data, both schoolwide and by grade, is closely correlated with our state exam performance each year. For the 2019-20 school year, the schoolwide percentage of scholars with disabilities considered College and Career Ready grew from 6% in September to 29%

				in June.
Academic Goal 9	Where the school has an eligible subgroup population (deemed as six or more students) of students eligible for the free or reduced price lunch program, the school will demonstrate positive academic growth on New York State ELA examination proficiency rates for that applicable population.	<p>NYS ELA exams</p> <p>Due to school closures, NYS ELA exams were not administered.</p>	Unable to Assess	<p>While the NYS ELA exams were not administered, we did collect end-of-year scholar achievement data through Achieve3000 which measures non-fiction reading ability through year-long participation in their online program. This data, both schoolwide and by grade, is closely correlated with our state exam performance each year. For the 2019-20 school year, the schoolwide percentage of scholars eligible for free or reduced price lunch considered College and Career Ready for FRPL grew from 24% in September to 41% in June.</p>
	Where the school			<p>While the NYS Math exams were not administered, we did collect interim data on scholar math performance prior to the start of</p>

Academic Goal 10	has an eligible subgroup population (deemed as six or more students) of English language learners, the school will demonstrate positive academic growth on New York State Math examination proficiency rates for that applicable population.	NYS Math exams Due to school closures, NYS Math exams were not administered.	Unable to Assess	virtual instruction. These interim exams were administered under testing conditions and the exam was based on questions from prior NYS math exams, including open-ended questions. The percentages considered passing are scholars who answered at least 62% of the questions correctly. While 0% of our ELLs passed the exam, 38% of our Former ELLs passed.
------------------	--	---	------------------	---

2. Do have more academic goals to add?

Yes

2019-2020 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure
				While the NYS Math exams were

Academic Goal 11	Where the school has an eligible subgroup population (deemed as six or more students) of students with disabilities, the school will demonstrate positive academic growth on New York State Math examination proficiency rates for that applicable population.	NYS Math exams Due to school closures, NYS Math exams were not administered.	Unable to Assess	not administered, we did collect interim data on scholar math performance prior to the start of virtual instruction. These interim exams were administered under testing conditions and the exam was based on questions from prior NYS math exams, including open-ended questions. The percentages considered passing are scholars who answered at least 62% of the questions correctly. 6% of our students with disabilities passed the exam. Our passing rate for students with disabilities on the first Interim which was implemented in November was 21%. We are confident that our percentage who would have passed the state math exam would have been in the mid-to-high teens, similar to the 2019 state math exam results.
------------------	--	---	------------------	--

Academic Goal 12	Where the school has an eligible subgroup population (deemed as six or more students) of students eligible for the free or reduced price lunch program, the school will demonstrate positive academic growth on New York State Math examination proficiency rates for that applicable population.	NYS Math exams Due to school closures, NYS Math exams were not administered.	Unable to Assess	While the NYS Math exams were not administered, we did collect interim data on scholar math performance prior to the start of virtual instruction. These interim exams were administered under testing conditions and the exam was based on questions from prior NYS math exams, including open-ended questions. The percentages considered passing are scholars who answered at least 62% of the questions correctly. 34% of scholars eligible for free or reduced price lunch passed the exam.
	Each year, the			While the NYS ELA exams were not administered, we did collect end-of-year scholar achievement data through Achieve3000 which measures non-fiction reading ability through year-long participation in

Academic Goal 13	<p>percent of scholars performing at or above Level 3 on the State ELA exam in each tested grade will exceed comparable DOE-defined comparison group rates.</p>	<p>NYS ELA exams</p> <p>Due to school closures, NYS ELA exams were not administered.</p>	Unable to Assess	<p>their online program. This data, both schoolwide and by grade, is closely correlated with our state exam performance each year. For the 2019-20 school year, the schoolwide percentage of scholars considered College and Career Ready grew from 18% in September to 40% in June. Sixth grade grew from 3% to 23%, 7th grade from 18% to 42% and 8th grade from 31% to 58%.</p>
	<p>Each year, the percent of scholars</p>			<p>While the NYS Math exams were not administered, we did collect interim data on scholar math performance prior to the start of virtual instruction. These interim exams were administered under testing conditions and the exam was based on questions from prior NYS math exams, including open-ended questions. The</p>

Academic Goal 14	performing at or above Level 3 on the State Math exam in each tested grade will exceed comparable DOE-defined comparison group rates.	NYS Math exams Due to school closures, NYS Math exams were not administered.	Unable to Assess	<p>percentages considered passing are scholars who answered at least 62% of the questions correctly.</p> <p>In 6th grade math, 26% of scholars passed the interim.</p> <p>In 7th grade math, 35% of scholars passed the interim.</p> <p>In 8th grade math, 42% of scholars passed the interim.</p> <p>The schoolwide pass rate was 35%, which is 2% higher than the schoolwide pass rate for the NYS 2018-19 state math exams.</p>
Academic Goal 15	Each year, 75 percent of 8th graders who have been at St. HOPE Leadership Academy Charter School for at least two years will pass the New York State Earth Science	NYS Earth Regents Science Exam Due to school closures, NYS Regents exams were not administered.	Unable to Assess	<p>While the Earth Science Regents was not administered, the percentage of scholars who received Regents credit increased from 25% to 34%. In addition to the guidance outlined by the state that students with a passing GPA in a Regents course receive Regents</p>

	Regents.			credit, our scholars also had to pass a rigorous, comprehensive oral exam in June. 34% of scholars met the criteria.
Academic Goal 16	Each year, 8th grade scholars will complete a 2000 word historical research paper. 90 percent of scholars will meet or exceed the academic standards measured by this assignment.	Internally created rubrics Due to school closures, scholars were not able to access the materials to complete their historical research papers.	Unable to Assess	
	Each year, each grade will increase			<p>While we were not able to administer the endline exams, we did administer both the baseline in August and the midline in January.</p> <p>6th Reading had 24% on grade level in August and increased to 38% in January. When compared to 2018-2019, 6th Reading had 33% on grade level in August and 37% in January.</p> <p>7th Reading had 33% on grade level in August and increased to 44% in January. In 2018-</p>

Academic Goal 17	the percentage of scholars considered to be on grade level as measured by the NWEA MAP ELA baseline exam in September and endline exam in June.	NWEA MAP ELA assessments Due to school closures, SHLA did not administer NWEA MAP ELA endline exams.	Unable to Assess	<p>2019, 7th Reading had 42% on grade level in August and decreased slightly to 41% in January.</p> <p>8th Reading remained the same at 43%. In 2018-2019, 8th Reading grew slightly from 41% in August to 42% in January. Since there was no growth from August to January this academic year, we can also look at our Achieve3000 growth for 8th graders. In June, 58% of 8th grade scholars were considered "College and Career Ready," up from 31% in September.</p>
				<p>While we were not able to administer the endline exams, we did administer both the baseline in August and the midline in January.</p> <p>6th Math had 11% on grade level in August and increased to 13%</p>

Academic Goal 18	<p>Each year, each grade will increase the percentage of scholars considered to be on grade level as measured by the NWEA MAP Math baseline exam in September and endline exam in June.</p>	<p>NWEA MAP Math assessments</p> <p>Due to school closures, SHLA did not administer NWEA MAP Math endline exams.</p>	<p>Unable to Assess</p>	<p>in January. In 2018-2019, 6th Math had 14% on grade level in August and increased to 17% in January.</p> <p>7th Math had 22% on grade level in August and increased to 26% in January. In 2018-2019, 7th Math had 26% on grade level in August and increased to 28% in January.</p> <p>8th Math remained the same at 40%. In 2018-2019, 8th grade math also remained the same between the baseline and the midline at 31%.</p>
	<p>Each year, growth in ELA performance in each grade will</p>	<p>NWEA MAP ELA assessments</p>		<p>While we were not able to administer the endline exams, we did administer the baseline in August and the midline in January. Below are the growth comparisons from baseline to midline.</p> <p>According to NWEA, 6th grade should grow 3 points (from 211 to 214). Our scholars</p>

Academic Goal 19	exceed national growth expectations as measured by NWEA MAP exams.	Due to school closures, SHLA did not administer NWEA MAP ELA endline exams.	Unable to Assess	<p>grew 9 points (from 201 to 210).</p> <p>7th grade should grow 3 points (from 214 to 217). Our scholars grew 3 points (from 211 to 214).</p> <p>8th grade should grow 2 points (from 217 to 219). Our scholars grew 4 points (from 214 to 218), nearly the reaching the national average.</p>
Academic Goal 20	Each year, growth in math performance in each grade will exceed national growth expectations as measured by NWEA MAP exams.	<p>NWEA MAP Math assessments</p> <p>Due to school closures, SHLA did not administer NWEA MAP Math endline exams.</p>	Unable to Assess	<p>While we were not able to administer the endline exams, we did administer the baseline in August and the midline in January. Below are the growth comparisons from baseline to midline.</p> <p>According to NWEA, 6th grade math should grow 4 points (from 218 to 222). Our scholars grew 8 points (from 201 to 209).</p> <p>7th grade should grow 3 points</p>

				<p>(from 223 to 226). Our scholars grew 6 points (from 212 to 218).</p> <p>8th grade should grow 3 points (from 226 to 229). Our scholars grew 4 points (from 222 to 226).</p>
--	--	--	--	--

3. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2019-2020 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2019-2020 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
	Each year, the school self-reported average			

Org Goal 1	daily student attendance rate shall meet or exceed the average daily attendance for the Community School District (CSD) of location for elementary and middle schools and the citywide average for high schools.	Average daily attendance rate	Unable to Assess	Average daily attendance for our Community School District is not yet available so we are unable to assess if this goal was met.
Org Goal 2	Each year, the percentage of students enrolled in ATS on 10/31 of a given school year that are enrolled in ATS on 10/31 the following school year will exceed the rate of the Community School District (CSD) of location for elementary and middle schools and the citywide average for high schools.	Retention Rate	Unable to Assess	The retention rate for our Community School District is not yet available so we are unable to assess if this goal was met. Our retention rate from 10/31/19 is 88%.
Org Goal 3	Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of	ATS Records	Not Met	The NYSED enrollment target for ELLs is 11.3. Our ELL enrollment was 10.8%, falling slightly short. We have exceeded the target every other year of the school's history

	Regents, for English language learners.			and currently have an ELL enrollment rate of 13.2% as of 10.31.2020. We will continue to ensure that this target is met.
Org Goal 4	Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for students with disabilities.	ATS Records	Met	
Org Goal 5	Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for students eligible for free and reduced price lunch.	ATS Records	Met	
Org Goal 6	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for English language learners.	ATS records	Met	
	Each year, the school will meet or			

Org Goal 7	exceed any applicable student retention targets, as prescribed by the Board of Regents, for students with disabilities.	ATS records	Met	
Org Goal 8	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for students eligible for free and reduced price lunch.	ATS records	Met	
	Each year, the school will have a			The school's average daily attendance rate was 94%. This average was consistent whether the school was in person or virtual. Our strategy to ensure at least a 95% attendance rate for the 2020-21 school year will focus on improving attendance on Fridays, which seems to be the consistent day with lower-than-average attendance. Before transitioning to distance learning

Org Goal 9	daily student attendance rate of at least 95 percent.	Average daily attendance rate	Not Met	in March, the school had some success in improving Friday attendance through administrators/counselors directly communicating with families stressing the importance of daily attendance, including Fridays. These discussions also focused on what might be preventing scholars from attending on Fridays and brainstorming strategies for approved attendance with families.
Org Goal 10	Each year, 85% of scholars enrolled during the course of the year return the following September.	ATS records	Met	
	In each year of the charter term, parents will express satisfaction with the school's program, based on the NYC DOE School Survey. The school will have a percentage of			The school had 91% of parents respond to the survey, which remains very high despite the pandemic. We do not know if this exceeds citywide averages as city

Org Goal 11	<p>parents that meets or exceeds citywide averages in Top 2 box responses (i.e., agree/strongly agree, likely/very likely). The school will only have met this goal if at least 50% of parents participate in the survey or if the school meets the reporting threshold for NYC DOE School Survey, whichever is higher.</p>	<p>NYC Department of Education Learning Environment Survey</p>	<p>Unable to Assess</p>	<p>survey results have not been released as of the date of this report. All parent average positive responses in all categories were at or above 90% - Inclusive Leadership 96%; Outreach to Parents 96%; Parent Involvement 90%; Parent-Principal Trust 96%; and Parent-Teacher Trust 96%</p>
	<p>In each year of the charter term, staff will express satisfaction with the school's program, based on the NYC DOE School Survey. The school will have a percentage of staff that meets or exceeds citywide averages in Top 2 box responses</p>	<p>NYC Department of Education Learning</p>		<p>The school had 91% of staff respond to the survey, which remains very high despite the pandemic. We do not know if this exceeds citywide averages as city survey results have not been released as of the date of this report. All staff average positive responses in all categories were above 90% - Academic Press 94%; Strong Core Instruction 92%, Cultural Awareness and Inclusive Classroom</p>

Org Goal 12	(i.e., agree/strongly agree, likely/very likely). The school will only have met this goal if at least 50% of staff participate in the survey or if the school meets the reporting threshold for NYC DOE School Survey, whichever is higher.	Environment Survey	Unable to Assess	Instruction 99%; Innovation and Collective Responsibility 99%; Peer Collaboration 100%; Quality of Professional Development 96%; School Commitment 97%; Classroom Behavior 96%; Safety 98%; Social Emotional 97%; Instructional Leadership 99%; Program Coherence 98%; Teacher Influence 96%; Teacher-Principal Trust 100%; and Teacher-Teacher Trust 99%.
	In each year of the charter term, students will express satisfaction with the school's program, based on the NYC DOE School Survey. The school will have a percentage of parents that meets or exceeds citywide averages in Top 2 box	NYC Department of Education Learning		The school had 63% of students respond to the survey prior to closing the building due to the pandemic. We do not know if this exceeds citywide averages as city survey results have not been released as of the date of this report. All student average positive responses in all categories were above 90% -

Org Goal 13	responses (i.e., agree/strongly agree, likely/very likely). The school will only have met this goal if at least 50% of students participate in the survey or if the school meets the reporting threshold for NYC DOE School Survey, whichever is higher.	Environment Survey	Unable to Assess	Academic Press 94%; Course Clarity 96%; Cultural Awareness and Inclusive Classroom Instruction 99%; Classroom Behavior 96%; Guidance 99%; Peer Support for Academic Work – 97%; Personal Attention and Support 97%; Safety 98%; Preventing Bullying 98%; and Student-Teacher Trust 98%.
Org Goal 14	Each year, 100 percent of teachers will engage in a faculty evaluation process including goal setting and written performance reviews.	School records of teacher evaluations	Met	
Org Goal 15	Each year, 100 percent of teachers will participate in individualized and team-focused professional development.	School records of professional development	Met	
Org Goal 16	Each year, 100 percent of scholars in grades 6 through 8 will participate in a daily advisory	School records	Met	

	program focused on character development.			
Org Goal 17	Each year, 100 percent of scholars will participate in monthly community-building activities focused on character development and teamwork.	School records	Met	
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2019-2020 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Each year, the school will maintain a stable cash flow as evidenced by having 60 days of unrestricted cash on hand reported	Monthly Financials	Met	

	in their yearly independent fiscal audit.			
Financial Goal 2	Each year, the school will operate on a balanced budget. A budget will be considered “balanced” if revenues equal or exceed expenditures.	Monthly Financials	Met	
Financial Goal 3	Each year, the school will meet or exceed 85% of their authorized enrollment on 10/31 as recorded in ATS.	ATS records	Met	
Financial Goal 4	Each year, the school will undergo an independent financial audit that will result in an unqualified opinion and no major findings.	Audited Financial Statement	Met	
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 7 Disclosure of Financial Interest Form

Completed - Jul 31 2020

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2019-2020 school year must complete a signed:

- **Regents, NYCDOE, and Buffalo BOE Authorized Schools:** [Disclosure of Financial Interest Form](#)
- **SUNY- Authorized Charter Schools:** [Trustee Financial Disclosure Form](#)

All completed forms must be collected and uploaded in .PDF format for each individual member. If a trustee is not able or available to complete the form by the deadline, the education corporation is responsible for doing so on behalf of the trustee. (Forms completed from past years will not be accepted).

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

BIANCA PEART_Financial Disclosure Form_2020

Filename: BIANCA_PEART_Financial_Disclosure_Form_2020.pdf **Size:** 99.5 kB

ARUN YANG_Financial Disclosure_2020

Filename: ARUN_YANG_Financial_Disclosure_2020.pdf **Size:** 137.0 kB

ANKUR DALAL_Financial Disclosure Form_2020

Filename: ANKUR_DALAL_Financial_Disclosure_Form_2020.pdf **Size:** 238.4 kB

GABRIELLE APOLLON_Financial Disclosure Form_2020

Filename: GABRIELLE_APOLLON_Financial_Disclosure_Lp11Jdd.pdf **Size:** 99.6 kB

MAUREEN HIGGINS_Financial Disclosure Form_2020

Filename: MAUREEN_HIGGINS_Financial_Disclosure_Form_2020.pdf **Size:** 163.3 kB

KRISTOPHER JOHN FinancialDisclosure2020

Filename: KRISTOPHER_JOHN_FinancialDisclosure2020.pdf **Size:** 161.3 kB

SALONE KAPUR_Financial Disclosure Form_2020

Filename: SALONE_KAPUR_Financial_Disclosure_Form_w8H5rpa.pdf **Size:** 280.4 kB

CAITLIN ROBISCH_Financial Disclosure Form_2020

Filename: CAITLIN_ROBISCH_Financial_Disclosure_Form_2020.pdf **Size:** 1.9 MB

SARAH YAN_Financial Disclosure Form_2020

Filename: SARAH_YAN_Financial_Disclosure_Form_2020.pdf **Size:** 1.5 MB

REBECCA OSTROV_Financial Disclosure_2020

Filename: REBECCA_OSTROV_Financial_Disclosure_2020.pdf **Size:** 85.2 kB

ELIZABETH PHILLIPS_Financial Dislosure Form_2020

Filename: ELIZABETH_PHILLIPS_Financial_Dislosure_UzpVRHl.pdf **Size:** 1.9 MB

Entry 8 BOT Membership Table

Completed - Jul 31 2020

Instructions

Required of All charter schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

Entry 8 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

ST. HOPE LEADERSHIP ACADEMY CHARTER SCHOOL 310500860928

1. 2019-2020 Board Member Information (Enter info for each BOT member)

Trustee Name and Email Address	Position on the Board	Committ ee Affiliation s	Voting Member Per By- Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/ YYYY)	End Date of Current Term (MM/DD/ YYYY)	Board Meetings Attended During 2019- 2020

1	Ankur Dalal ankurdal@gmail.com	Chair	Finance Executive	Yes	3	06/30/2018	06/29/2021	10
2	Gabrielle Apollon gapollon@door.org	Vice Chair	Nominating Executive	Yes	2	06/30/2019	06/29/2022	10
3	Elizabeth Phillips elizabeth.a.phillips@gmail.com	Secretary	Finance Executive	Yes	1	02/09/2018	06/29/2021	9
4	Maureen Higgins maureen.higgins@gmail.com	Treasurer	Accountability Executive Finance	Yes	3	06/30/2018	06/29/2021	10
5	Bianca Peart bipeart@collegeboard.com	Trustee/Member	Nominating Accountability	Yes	1	03/27/2019	06/29/2022	10
6	Caitlin Robisch caitlin.robisch@gmail.com	Trustee/Member	Nominating Accountability	Yes	1	03/14/2018	06/29/2021	8
7	Kristopher John kmjohn@gmail.com	Trustee/Member	Accountability Finance	Yes	1	06/12/2019	06/30/2022	9
8	Salone Kapur salonevk	Trustee/M	Accountability	Yes	1	01/22/20	06/29/20	6

	apur@gmail.com	ember	Finance			20	23	
9	Sarah Yan sarah.lyan@gmail.com	Trustee/Member	Accountability Nominating	Yes	1	01/09/2019	06/29/2022	7

1a. Are there more than 9 members of the Board of Trustees?

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total Number of BOT Members on June 30, 2020	9
b.Total Number of Members Added During 2019-2020	1
c. Total Number of Members who Departed during 2019-2020	2
d.Total Number of members, as set in Bylaws, Resolution or Minutes	11

3. Number of Board meetings held during 2019-2020

12

4. Number of Board meetings scheduled for 2020-2021

12

Thank you.

Entry 9 Board Meeting Minutes

Completed - Jul 31 2020

[Instructions](#)

Schools must upload a complete set of monthly board meeting minutes (July 2019-June 2020), which should match the number of meetings held during the 2019-2020 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by August 3, 2020.

[FY20 Board meeting minutes merged](#)

Filename: FY20_Board_meeting_minutes_merged.pdf **Size:** 1.3 MB

Entry 10 Enrollment & Retention

Completed - Oct 28 2020

[Instructions for submitting Enrollment and Retention Efforts](#)

ALL charter schools must complete this section. Describe the efforts the charter school has made toward meeting targets in 2018-2019 to attract and retain enrollment of Students with Disabilities (SWDs), English Language Learners/Multilingual Learners (ELLs/MLLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2019-2020.

Entry 10 Enrollment and Retention of Special Populations

[Instructions for Reporting Enrollment and Retention Strategies](#)

Describe the efforts the charter school has made in 2019-2020 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners/Multilingual learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2020-2021.

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
Economically Disadvantaged	<p>Our percentage of students eligible for free and reduced priced lunch was 96.9% in the 2019-2020 school year, surpassing our target of 85.5%. To recruit these students, we used the following strategies:</p> <ul style="list-style-type: none"> • Increased online presence and social media campaign • Outreach in high needs neighborhoods, including housing projects • Collaborations with community-based Organizations • Assistance with completion of the Meal program application, as needed. 	<p>As St. HOPE exceeded the enrollment target for Economically Disadvantaged students by 11.4 percentage points, we plan to utilize the same enrollment strategies in the 2020-21 school year.</p>
English Language Learners/Multilingual Learners	<p>In 2019-20, 10.8% of the students enrolled at St. HOPE were English Language Learners, although a higher number of families that St. HOPE serves speak a language other than English in the home. This percentage is less than normal for St. HOPE and slightly less than our target. However, our 6th grade enrollment shows that the school should be back up to the normal percentage in the upcoming school year. Our robust recruitment of ELL students included the following efforts:</p> <ul style="list-style-type: none"> • Outreach to schools, churches 	<p>As the school did not quite meet the enrollment target of 11.3% for English Language Learners, we will continue to increase our online presence and social media push. We will also increase the number of visits we make to community based organizations that serve families that speak a language other than English. At all community visits and open houses, we will ensure that</p>

	<p>and community-based organizations in the South Bronx and Harlem that serve families with a primary language other than English</p> <ul style="list-style-type: none"> • Orientation, recruitment and open house events presented in English, Spanish, and French • Application materials translated into Spanish and French. 	<p>translators are present and that we are highlighting the wide range of programs we have in place to serve ELL students and their families.</p>
Students with Disabilities	<p>In the 2019-20 school year, 25.4% of our students received special education services, a percentage that is substantially higher than the per school average for District 5. To recruit and retain these students, we employed the following strategies:</p> <ul style="list-style-type: none"> • Targeted outreach to feeder schools that serve high populations of special needs students • Consultations with non-profit and charter support organizations to pin-point recruitment targets in the South Bronx and Harlem • Orientation to educate families on our full program offerings for students with special needs. 	<p>As St. HOPE exceeded the enrollment target for Students with Disabilities by 4.1 percentage points, we plan to utilize the same enrollment strategies in the 2020-21 school year.</p>

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
	<p>To retain Economically Disadvantaged students, St. HOPE ensures that all students are fully able to participate in school activities regardless of</p>	

Economically Disadvantaged	<p>their ability to pay. The school does not charge for field trip expenses or participation fees for afterschool clubs and activities. Uniforms are also provided free of charge for students and families who cannot afford the expense.</p> <p>Our retention rate for Economically Disadvantaged students was 88.1% exceeding the target of 84.1% by four percentage points.</p>	As we have exceeded the retention target for economically disadvantaged students, we intend to use the same strategies in 2020-21.
English Language Learners/Multilingual Learners	<p>To retain English Language Learners, St. HOPE offers the following program services:</p> <ul style="list-style-type: none"> • Comprehensive ELL services provided by a tri-lingual ELL Coordinator and two bi-lingual Guidance Counselors as well as numerous other bi-lingual staff members • Translation services at all school events, including parent-teacher conferences • On-going communication with parents on the progress of ELL students. <p>Our retention rate for English Language Learners was 95%, exceeding the target of 76.4% by 18.6 percentage points.</p>	As we have exceeded the retention target for English Language Learners, we will implement the same strategies in 2020-21. Changes or improvements to services will be made, however, if student assessments, teacher observations, or parental input point to a need for more support for these students and their families.
	<p>To retain Students with Disabilities, St. HOPE provided the following services and supports:</p> <ul style="list-style-type: none"> • A Director of Student Support Services who is available to answer questions for all current and prospective students • Differentiated and targeted 	As we have exceeded the

Students with Disabilities	<p>instruction provided by teachers on each grade level in Integrated Co-Teaching Classrooms</p> <ul style="list-style-type: none"> • Counseling services provided by a certified, St. HOPE Counselor • An outside provider for speech and occupational therapy services • On-going communication with parents on student progress. <p>Our retention rate for Students with Disabilities was 84.7%, exceeding the enrollment target of 82.9% by 1.8 percentage points.</p>	<p>retention target for Students with Disabilities, we will implement the same strategies in 2020-21. Changes or improvements to services will be made, however, if student assessments, teacher observations, or parental input point to a need for more support for these students and their families.</p>
----------------------------	---	--

Entry 12 Percent of Uncertified Teachers

Completed - Jul 31 2020

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Entry 12 Uncertified Teachers

School Name: ST. HOPE LEADERSHIP ACADEMY CHARTER SCHOOL 310500860928

Instructions for Reporting Percent of Uncertified Teachers

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education. Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	3
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	2
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category A: 5 or 30% whichever is less	5.0

CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	4
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category B: not to exceed 5	4.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	2
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category C: not to exceed 5	2.0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total Category D	1

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	16

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	28



Thank you.

Entry 13 Organization Chart

Completed - Jul 31 2020

[Instructions](#)

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2019-2020 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart.

[SHLA 2019-2020 Org Chart](#)

Filename: SHLA_2019-2020_Org_Chart.pdf Size: 49.7 kB

Entry 14 School Calendar

Completed - Oct 28 2020

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 3, 2020. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 3rd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2020**.

School calendars must meet the [minimum instructional requirements](#) adopted by the Board of Regents in 2018.

Board of Regents-authorized charter schools are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month.

[SHLA 2020-2021 Calendar](#)

Filename: SHLA_2020-2021_Calendar.pdf Size: 198.6 kB

Entry 15 Links to Critical Documents on School Website

Completed - Jul 31 2020

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

1. Most recently filed Annual Report (i.e., 2018-19 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

Form for Entry 15 Links to Critical Documents on School Website

School Name: St. HOPE Leadership Academy Charter School

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

	Link to Documents
1. Most Recent Annual Report (i.e., 2018-19)	https://sthopeleadershipacademy.org/ourpages/auto/2014/8/20/55595642/SHLA%2018-19%20Annual%20Report%2010-29-19.pdf
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	https://sthopeleadershipacademy.org/Meeting%20Minutes//2019%20-%202020/06%20-%20June/SHLA_Agenda%20for%206_25_2020%20Board%20Meeting.pdf
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://www.sthopeleadershipacademy.org/apps/pages/index.jsp?dir=2019%20-%202020&uREC_ID=194467&type=d&leftDir=0
3. Link to NYS School Report Card	https://www.sthopeleadershipacademy.org/apps/pages/index.jsp?uREC_ID=455708&type=d
4. Most Recent Lottery Notice Announcing Lottery	https://www.sthopeleadershipacademy.org/apps/pages/index.jsp?uREC_ID=455707&type=d
5. Authorizer-Approved DASA Policy	https://www.sthopeleadershipacademy.org/apps/pages/index.jsp?uREC_ID=455709&type=d
6. District-wide Safety Plan	https://www.sthopeleadershipacademy.org/apps/pages/index.jsp?uREC_ID=455709&type=d
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://www.sthopeleadershipacademy.org/apps/pages/index.jsp?uREC_ID=455711&type=d
7. Authorizer-Approved FOIL Policy	https://www.sthopeleadershipacademy.org/apps/pages/index.jsp?uREC_ID=455710&type=d
8. Subject matter list of FOIL records	https://www.sthopeleadershipacademy.org/apps/pages/index.jsp?uREC_ID=455710&type=d
9. Link to School Reopening Plan	https://www.sthopeleadershipacademy.org/apps/pages/index.jsp?uREC_ID=457187&type=d

Thank you.



Entry 16 COVID 19 Related Information

Completed - Jul 31 2020

Instructions

Required of ALL charter schools

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Entry 16 COVID 19 Related Information

School Name: St. HOPE Leadership Academy Charter School

TABLE 1: 2019-2020 Enrollment, Attendance and Participation Between March-June 2020

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	288	268	267

Table 2: 2019-2020 Assessments and Grade Participation

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

	Assessment Title	Grade K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Number of Participating Students
	Achieve 3000 College and Career Readiness assessment	✗	✗	✗	✗	✗	✗	✓	✓	✓	✗	✗	✗	✗	287
	Internal Benchmark assessments	✗	✗	✗	✗	✗	✗	✓	✓	✓	✗	✗	✗	✗	287
	8th														

[illegible]

		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
Tota															676.
I															0

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Bianca Peart

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

St HOPE Leadership Academy

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Committee Member

2. Are you an employee of any school operated by the education corporation?
____ **Yes** __X__ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?
____ **Yes** __X__ **No**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

____ **Yes** __X__ **No**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

____ Yes __X__ No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

____ Yes __X__ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write "None" if applicable. Do not leave this space blank.</i> None	None	None	None

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
None	None	None	None	None

Bianca Peart

06/29/2020

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: (212) 649- 8438

**Business Address: The College Board
250 Vesey Street
New York, NY 10281**

E-mail Address: bianca@biancapeart.com

Home Telephone: 212-369-1230

Home Address: 1465 5th Ave., Apt. 5G New York, NY 10035

last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Arun Yang

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation): St. HOPE Leadership Academy

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board Member

2. Are you an employee of any school operated by the education corporation?
____ **Yes** __X__ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>None</i>			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<i>None</i>				

Arun R. Pang 06/24/2020
Signature Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: 212.640.7730_____

Business Address: 200 Vesey Street New York, NY 10285_____

E-mail Address: arun.p.yang@aexp.com_____

Home Telephone: 917.903.0007_____

Home Address: 28 Bedford St New York, NY 10014

last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Ankur Dalal

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

St. Hope Leadership Academy

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board President

2. Are you an employee of any school operated by the education corporation?
____ **Yes** _X_ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

N/A

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

N/A

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>None</i>			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “None.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<i>None.</i>				

Ankur Dalal
Signature

7-13-2020
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: 212-278-4131

Business Address: 245 Park Avenue, New York, NY

E-mail Address: ankurdalal@gmail.com

Home Telephone: 908-327-4087

Home Address: 210 W 90 Street, Apt. 7J, New York, NY

last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Gabrielle Apollon

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

- 1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).**

Vice-President

- 2. Are you an employee of any school operated by the education corporation?**
___ Yes ___ X ___ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

- 3. Are you related, by blood or marriage, to any person employed by the school?**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

- 4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

- 5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

 Yes X No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>None</i>			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None.**"

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None.				



Signature

7/17/20

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: 212 941 9090 ext. 3441

Business Address: 121 Ave. of the Americas, 3rd Floor, NY, NY 10026

E-mail Address: mar755@nyu.edu

Home Telephone:
9179720640

Home Address:
281 W. 119th St, New York, NY 10026

last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Maureen Higgins

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

St HOPE Leadership Academy

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Treasurer

2. Are you an employee of any school operated by the education corporation?
____ **Yes** ☒ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

___ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write "None" if applicable. Do not leave this space blank.</i>			
	NONE		

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
		NONE		

Maureen Higgins

Signature

July 20, 2020

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone:

201-679-9699

Business Address:

65 Court Street, Brooklyn, NY

E-mail Address:

maureen.higgins@gmail.com

Home Telephone:

201-865-5556

Home Address:

365 Oswego Court, West New York, NJ

last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Kristopher John

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board Member

2. Are you an employee of any school operated by the education corporation?
____ **Yes** __X__ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

___Yes __X__No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>None.</i>			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None.**"

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<i>None.</i>				

Kristopher John
Signature

7/14/2020

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: (646) 657-8336

Business Address: 3 West 108th Street, Apt. 6, New York, NY 10025

E-mail Address: kmjohn@gmail.com

Home Telephone: S/A

Home Address: S/A

last revised 06/8/2020

**Disclosure of Financial Interest by a Current or Proposed Board of Trustees
Member**

Name:

Salone Kapur

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

St. Hope Leadership Academy

List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board Member

Are you an employee of any school operated by the education corporation?
____ **Yes** __x__ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

Are you related, by blood or marriage, to any person employed by the school?

No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

N/a

Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

____ **Yes** __x__ **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
N/A			

Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with

the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
N/A				

Salone Kapur July 20, 2020
Signature Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone:
(650) 235-6983

Business Address: YouTube, 75 9th Avenue, 5th Floor, Chelsea Market, New York, NY 10011

E-mail Address: salonevkapur@gmail.com

Home Telephone: (650)_235-6983

Home Address: 110 3rd Avenue, Apt 9D, New York, NY 10003

last revised 06/8/2020

Please write "None" if applicable. Do not leave this space blank.

Please write "None" if applicable. Do not leave this space blank.

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Caitlin Robisch

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation): St. HOPE Leadership Academy Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).
Board Member

2. Are you an employee of any school operated by the education corporation?
☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?
☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?
☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?
If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.
☐ Yes ☒ No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

___ **Yes** ☒ **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None	None	None

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in

the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None	None	None	None	None


Signature

6/23/2020
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: 212-381-1174

Business Address: Children's Aid, 117 West 124th Street, New York, NY 10027_

E-mail Address: caitlin.robisch@gmail.com

Home Telephone: 757-803-5644

Home Address: 147 Bond Street, #1, Brooklyn, NY 11217

last revised 06/23/2020

**Disclosure of Financial Interest by a Current or Proposed Board of
Trustees Member**

Name:

Sarah Yan

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

St HOPE Leadership Academy

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

2. Are you an employee of any school operated by the education corporation?
 Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? No

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

 Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write "None" if applicable. Do not leave this space blank.</i>			
None	None	None	None

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
None	None	None	None	None

Signature

06/23/2020
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone:

518-229-6447

Business Address:

369 5th Street Unit 10 Jersey City NJ 07302

E-mail Address:

Sarah.L.Yan@gmail.com

Home Telephone:

518-229-6447

Home Address:

369 5th Street Unit 10 Jersey City NJ 07302

last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Rebecca Ostrov

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

St Hope Leadership Academy

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board Member

2. Are you an employee of any school operated by the education corporation?
___ **Yes** ___ **X** **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not	Name of person holding interest or engaging in transaction and
---------	--	---	--

		participate in discussion)	relationship to you

None

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “**None**.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

None

Rebecca Ostrov

6/23/20

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone:

347 638 4571 _____

Business Address:

235 East 42nd St NY NY 10017 _____

E-mail Address:

_____beckyostrov98@gmail.com_____

Home Telephone:

646 671 0671 _____

Home Address:

139 Morris St #5 Jersey City NJ 07302 _____

last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Elizabeth Phillips

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

St HOPE Leadership Academy Charter School

-
1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Secretary

2. Are you an employee of any school operated by the education corporation?
___ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

NO, N/A

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

NO

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

NO

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

N/A

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

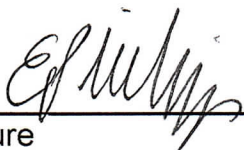
7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None	None	None

Please write "None" if applicable. Do not leave this space blank.

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None	None	None	None	None
<i>Please write "None" if applicable. Do not leave this space blank.</i>				


Signature

6/27/2020
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: (212) 492-8168

Business Address: 151 W 42nd St, 23rd Floor, New York, NY 10036

E-mail Address: elizabeth.a.phillips@gmail.com

Home Telephone: (203) 246-6444

Home Address: 49 W 72nd St, Apt 17B, New York, NY 10023

last revised 06/8/2020

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Rebecca Ostrov
Bianca Peart
Elizabeth Phillips (Secretary)
Caitlin Robisch
Sarah Yan
Arun Yang



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

July 25, 2019 from 6:30-8:00 pm
222 W. 134th Street

- **Welcome**

Call to Order

Gabrielle Apollon	Present
Ankur Dalal	Present
Maureen Higgins	Present
Kristopher John	Absent (Excused)
Rebecca Ostrov	Absent (Excused)
Bianca Peart	Present
Elizabeth Phillips	Present
Caitlin Robisch	Present
Sarah Yan	Absent (Excused)
Arun Yang	Absent (Excused)

Also present at the meeting: Constance Bond, Executive Director.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the June 20, 2019 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- Ms Apollon introduced a potential Board candidate who would be available to visit the school in early September. The Board discussed plans to identify other potential Board candidates.

- **Finance Committee**

- The Board discussed the following corrections to the previously approved 2019-2020 budget, and approved the updated budget. The net impact of these changes was a decrease in surplus by approximately \$20,000 (from \$159,387 to \$139,700).
 - The budget was updated to reflect the correct number of instructional staff. This had the impact of slightly reducing instructional staff expenses (line item 5200) and related benefits line items.
 - An error in the formula used to calculate depreciation expenses (line item 8900) was corrected, resulting in an increase of depreciation expenses.
- Dr. Bond presented and the Board discussed the May finance report, which shows that SHLA was currently running a surplus. The Board discussed that much of the surplus is likely related to federal and state grants

that were not certain at the time the budget was approved. The Board also discussed how SHLA's investment account is reflected in the budget, and suggested having a call with CSBM (SHLA's accountant) and with SHLA's auditors to discuss how unrealized gains or losses from the investment account impact budget line items.

- The Board continued its discussion of SHLA's 401(k) plan and reviewed a schedule of asset-based fees for a proposed plan that was provided by Brian Scanlon of Wells Fargo at the Board's request. The Board asked Dr. Bond to request that Mr. Scanlon provide a fee schedule based on pricing per individual. Dr. Bond reported that SHLA is comparing the different platforms offered by Wells Fargo (including Empower, Voya, and Cuna) to assist with the Board's review of the options. In addition, the Board determined to ask Mr. Scanlon to provide terms of a contract that SHLA would enter into with Wells Fargo that would lay out expectations for Wells Fargo's responsibilities.

- **Accountability Committee**

- Dr. Bond presented results of the 2019 Regents exam, and the Board discussed the positive trends for both Earth Science and US History.
- Dr. Bond orally reported on NYC School Survey Results.

- **Accountability Committee**

- Dr. Bond presented the final 2018-2019 dashboard.
- Dr. Bond and the Board discussed current enrollment for the 2019-2020 year.

- **Executive Session**

- The board went into executive session to discuss 2019-2020 compensation and 2018-2019 bonus for SHLA's Executive Director and Principal.

Meeting adjourned at 8:30 pm.

I, Elizabeth Phillips, do hereby certify that I am the duly qualified and acting Secretary of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on July 25, 2019 at which quorum was present throughout. (August 13, 2019)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Bianca Peart
Elizabeth Phillips (Secretary)
Caitlin Robisch
Sarah Yan
Arun Yang



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

August 22, 2019 from 6:30-8:00 pm
222 W. 134th Street

- **Welcome**

Call to Order

Gabrielle Apollon	Absent (Excused)
Ankur Dalal	Present
Maureen Higgins	Absent (Excused)
Kristopher John	Present
Bianca Peart	Absent (Excused)
Elizabeth Phillips	Present
Caitlin Robisch	Present
Sarah Yan	Present
Arun Yang	Absent (Excused)

Also present at the meeting: Constance Bond, Executive Director; and Meghann Persenaire, Principal.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the July 25, 2019 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- Dr. Bond noted that Rebecca Ostrov has resigned from the Board, and discussed the identification of prospective Board candidates. The Board publicly thanked Ms. Ostrov for her tremendous contribution to the Board and the St HOPE community.

- **Finance Committee**

- The Board held a pre-audit call with SHLA's auditors. The Board and the auditors discussed potentially presenting SHLA's scholarship fund as a board-designated asset or fund on the balance sheet; the Board requested that the auditors prepare a draft balance sheet in this format so that the Board could compare it to the current presentation of SHLA's financials. The auditors expect to be able to share draft financials with the Board by September and will be available to discuss the audit with the Board at the end of September or early October.
- The Board continued its discussion of SHLA's 401(k) plan. Per the Board's request, Wells Fargo provided a schedule of fees by assets under management and by the number of participants, as well as a draft consulting agreement. The Board reviewed and discussed these materials.

- After discussion regarding the alternative advisors, plans, and fees proposed to the Board by Wells Fargo and other advisors, the Board approved the following resolutions with respect to SHLA's 401(k) plan.
 - The Board voted unanimously to switch to Wells Fargo as the advisor for SHLA's 401(k) plan.
 - The Board voted unanimously to select Empower as SHLA's 401(k) plan platform.
 - The Board voted unanimously to pay for all 401(k) fees, excluding fund expenses, for plan participants. Fees to be covered by SHLA include, among others, administrative fees, fiduciary fees, advisor fees, and custodial/TPA fees.
 - The Board determined that SHLA should inform Wells Fargo that it was ready to move forward with the Empower platform and to discuss selecting the fund lineup. The Board also determined to develop a 401(k) investment policy that would, among other things, specify a schedule for the Board to periodically review the 401(k) plan, the group funds offered to plan participants, and the level of fees.
- **Accountability Committee**
 - Dr. Bond and Ms. Persenaire presented state test results based on comparison data available as of the date of the Board meeting. The Board noted that, for the first time, St HOPE 8th graders beat both the city and the state in both ELA and math. A complete set of results including all subgroup and comparison data will be presented and discussed at the September meeting.
 - The Board reviewed a list of principal and executive director job responsibilities, and asked Dr. Bond and Ms. Persenaire questions about the distribution of their responsibilities. The Board determined to continue discussing the respective roles as the year progresses.
 - The Board reviewed data for SHLA's annual comprehensive review. Dr. Bond noted the areas where the school submitted corrections to the authorizer, including data that incorrectly suggested that SHLA did not meet a cash flow requirement.
 - **Principal Update**
 - Ms. Persenaire reported on staffing for the 2019-2020 academic year. Seven staff members were replaced and one was promoted to literacy coach.
 - Ms. Persenaire provided an update on student enrollment for the 2019-2020 academic year. Current enrollment included 295 students, and SHLA planned to add another 10 sixth graders by the start of the year.

Meeting adjourned at 7:58 pm.

I, Elizabeth Phillips, do hereby certify that I am the duly qualified and acting Secretary of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on August 22, 2019 at which quorum was present throughout. (September 15, 2019)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Bianca Peart
Elizabeth Phillips (Secretary)
Caitlin Robisch
Sarah Yan
Arun Yang



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

September 26, 2019 from 6:30-8:00 pm
222 W. 134th Street

• **Welcome**

Call to Order

Gabrielle Apollon	Present
Ankur Dalal	Present
Maureen Higgins	Present
Kristopher John	Absent (Excused)
Bianca Peart	Present
Elizabeth Phillips	Present
Caitlin Robisch	Present
Sarah Yan	Present
Arun Yang	Absent (Excused)

Also present at the meeting: Constance Bond, Executive Director; Meghann Persenaire, Principal; Mark Taub, Audit Partner at MBAF; and Collin Raymond from CSBM (by phone).

• **Public Comment**

No requests for public comment were received.

• **Consent Agenda**

Minutes from the August 22, 2019 Board meeting were unanimously approved by the Board.

• **Nominating Committee**

- Ms. Apollon introduced prospective Board candidate Salone Kapur. Ms. Kapur discussed her interest in joining the St HOPE Board and responded to questions from members.
- Ms. Apollon provided the Board with updates on additional potential candidates with whom she has had preliminary conversations.

• **Finance Committee**

- Mark Taub (audit partner for MBAF) attended the meeting, accompanied by phone by Colin Raymond of CSBM to review the 2018-2019 audit. Mr. Taub presented the draft independent auditors report and financial statements to the Board, providing detail and answering questions from Board members. Among other things, he noted that total assets, cash, and investments increased; that the financial statements now separately present assets that are Board-designated (i.e., the scholarship fund); that SHLA's balance sheet appeared healthy; and that the statement of functional expenses shows that \$0.89 of every \$1 spent by SHLA goes towards school programs. Mr. Taub reported that the auditors proposed two changes which

resulted in decreasing net assets by \$1,800; both changes were made by SHLA. In addition, Mr. Taub noted that SHLA may want to consider modifying its capitalization policy; the current policy is to capitalize everything over \$1,000. Most schools are increasing their policies to \$2,000 or \$3,000 to avoid having to capitalize smaller purchases. Colin and Dr. Bond agreed to discuss what the next steps would be if the Board were interested in changing this policy. Finally, Mr. Taub noted that there were instances of sales tax being paid for school-related expenses, and reminded the Board that SHLA should not be paying any sales tax.

- The Board voted unanimously to approve the audit report and financial statements as presented.
- The Board discussed the 401k Empower Proposal and sample implementation timeline provided by Wells Fargo. According to this timeline, the start date for the new plan will fall on January 1, 2020. Dr. Bond and Mr. Dalal also reported to the Board on a conference call held the prior day with Wells Fargo and an Empower account representative to discuss questions regarding fees listed in proposal documents and confirm the total proposed cost of the plan. The Board then unanimously voted to approve the Empower proposal as presented.
- Dr. Bond reported on the academic progress of the first cohort of alumni scholarship recipients and of the Journey scholarship recipient. The Board asked Dr. Bond and Ms. Persenaire about SHLA's high school placement programs. Ms. Persenaire discussed the process of assisting students with identifying potential high schools, SHLA's high school directory, and various support offered to students and parents.

- **Accountability Committee**

- Dr. Bond presented state ELA and math exam results. Dr. Bond noted special education performance was strong. 8th grade ELA and math beat both the city and the state. Dr. Bond discussed SHLA's review of the results from local middle schools to potentially reach out to schools and learn about their practices. The Board discussed with Dr. Bond the fact that 7th grade ELA scores appear to have dipped across most schools relative to the prior year.
- Dr. Bond reviewed the draft District Emergency Response Plan with the Board. The Plan is a new State requirement that must be uploaded to the State website and the school's website by October 15. The Board unanimously approved the district-wide school safety plan as presented
- Dr. Bond discussed a possible charter change related to SPED admissions/enrollment. Dr. Bond will bring additional information to the October meeting so that the Board can discuss and decide whether to implement a charter change (due by November 1) to include a SPED lottery preference to potentially increase SPED enrollment.

Meeting adjourned at 8:12pm.

I, Elizabeth Phillips, do hereby certify that I am the duly qualified and acting Secretary of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on September 26, 2109 at which quorum was present throughout. (October 15, 2019)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Bianca Peart
Elizabeth Phillips (Secretary)
Caitlin Robisch
Sarah Yan
Arun Yang



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

October 24, 2019 from 6:30-8:00 pm
222 W. 134th Street

- **Welcome**

Call to Order

Gabrielle Apollon	Present
Ankur Dalal	Present
Maureen Higgins	Present
Kristopher John	Present
Bianca Peart	Present
Elizabeth Phillips	Present
Caitlin Robisch	Absent (Excused)
Sarah Yan	Present
Arun Yang	Absent (Excused)

Also present at the meeting: Constance Bond, Executive Director; and Meghann Persenaire, Principal.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the September 26, 2019 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- Ms. Apollon discussed updates on potential Board candidates and informed the Board that Ms. Kapur will attend the November meeting.

- **Finance Committee**

- Dr. Bond discussed the timeline for alumni scholarship applications, which will be going live on November 7. Application and selection committee process will be the same as last year.
- Dr. Bond presented the final 2018-2019 Finance Report. Discussion followed concerning the cash surplus for the year and how much should be moved to the scholarship investment account.
- The Board determined to discuss the Investment Policy at the November meeting to consider whether certain funds should be placed into a money market fund. Dr. Bond will also confirm with CSBM (auditors) whether the 60-day cash supply can be kept in the investment account, and whether they have any concerns regarding a potential diversification of the investment portfolio.
- Dr. Bond presented the August Finance Report. Spending is currently in line with budget.

- Dr. Bond and Ms. Persenaire reported on current enrollment and 2019-2020 recruitment/enrollment. They will be meeting with an outside consultant on November 12 to consider whether to hire an enrollment or marketing consultant, and to discuss how to bolster enrollment numbers for next year.
- Dr. Bond provided an update on the 401k transfer. She is having regular status calls with Wells Fargo and everything is on track. Ms. Persenaire will be talking to the staff about the transfer in the coming week. The Board reviewed the fund lineup proposed by Wells Fargo and had no questions; Dr. Bond will confirm with Wells Fargo that they can move forward with the fund lineup as presented.
- Dr. Bond will follow up with the accountants in the coming month to get additional information regarding SHLA's capitalization policy and potential amendments to that policy.

- **Accountability Committee**

- Dr. Bond and Ms. Persenaire discussed their 2019-2020 goals for Executive Director and Principal, respectively. Dr. Bond discussed the fact that Board renewal documents will be due on October 1, 2020, and reported on her plans to identify and hire a charter renewal by May 2020. Ms. Persenaire discussed her goals, including with respect to teacher development practices and the District-Charter Collaborative (DCC).
- Dr. Bond presented the MAP baseline results. Among other things, she noted that 11% and 24% of sixth graders are on grade level in math and ELA, respectively; both are lower than the sixth grade results at the same time last year.
- Dr. Bond discussed with the Board a possible charter change regarding SPED admissions/enrollment targets. SHLA currently has SPED enrollment of 24%, which meets the targets set by NYSED; but the NYC DOE, however, now reports a 30% target for SPED enrollment. The NYC DOE suggested that SHLA could consider, among other things, a charter change to create a preference in the lottery to accept students with an IEP. The Board discussed the potential negative impacts of including questions regarding SPED in SHLA's application and about the idea of formally giving preference to certain groups of students. The Board discussed alternatives to further increase SPED enrollment, such as potentially including marketing messages in recruitment materials describing SHLA's success rates with SPED students. The Board determined to consider employing a combination of strategies to increase SPED enrollment, including targeted recruitment, instead of instituting a SPED lottery preference.

- **Principal Update**

- Ms. Persenaire reported that SHLA just completed its first Interim exam of the year. She will present exam results to the Board at the November meeting.

Meeting adjourned at 8:10 pm.

I, Elizabeth Phillips, do hereby certify that I am the duly qualified and acting Secretary of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on October 24, 2019 at which quorum was present throughout. (November 12, 2019)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Bianca Peart
Elizabeth Phillips (Secretary)
Caitlin Robisch
Sarah Yan
Arun Yang



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

November 21, 2019 from 6:30-8:00 pm
222 W. 134th Street

- **Welcome**

Call to Order

Gabrielle Apollon	Present
Ankur Dalal	Present
Maureen Higgins	Absent (Excused)
Kristopher John	Present
Bianca Peart	Present
Elizabeth Phillips	Present
Caitlin Robisch	Absent (Excused)
Sarah Yan	Absent (Excused)
Arun Yang	Absent (Excused)

Also present at the meeting: Constance Bond, Executive Director; Meghann Persenaire, Principal; and Salone Kapur, Board candidate.

- **Public Comment**

No requests for public comment were received.'

- **Consent Agenda**

Minutes from the October 24, 2019 Board meeting were unanimously approved by the Board.

- **NJHS/SGA Scholar Presentation**

- Scholars presented on NJHS and SGA, and requested funds for the upcoming LEAD Conference in Washington, D.C.
- The Board unanimously approved an award of \$5,000 from surplus funds to NJHS/SGA for attending the LEAD Conference.

- **Nominating Committee**

- Ms. Apollon presented on the candidacy of Salone Kapur. **Ms. Kapur was unanimously elected to the Board, subject to approval by school's authorizer.**
- Ms. Apollon discussed potential Board candidates, highlighting one candidate she interviewed who is recommended for a school visit.

- **Finance Committee**

- The Board discussed its Investment Policy and considered diversifying its portfolio. **The Board voted unanimously to move \$300,000 from checking into the Vanguard scholarship account.** The Board discussed that this would leave cash for 60 days of operation at SHLA in the checking account.
- Mr. Ankur will review potential diversification strategies for the portfolio, including moving capital to bonds or money markets, in order to reduce potential volatility.
- Dr. Bond discussed SHLA's capitalization threshold with the Board. The auditors and CSBM suggested increasing it to \$3,000 or \$5,000. **The Board unanimously approved a motion to increase SHLA's capitalization threshold from \$1,000 to \$3,000.**
- Dr. Bond provided an update on the 401k transfer. The transition is on track. Brian Scanlon (Wells Fargo) and Empower will be presenting to SHLA staff during the first week of January.
- Dr. Bond presented on current enrollment and 2019-2020 recruitment/enrollment. The Board discussed the need to focus on strengthening SHLA's recruitment/enrollment plan for next year. Ms. Persenaire met with consultant regarding recruitment strategy, who recommended that SHLA leverage current resources to combine improved marketing and foot power. Ms. Persenaire shared next steps for the recruitment/enrollment strategy, which include using tracking resources available through Schoolmint, working with a marketing consultant, and incorporating more information about applications and enrollment in SHLA's social media accounts. SHLA's goal is to receive 800-900 applications, which should help to ensure that 120 seats are filled at the start of the 2020-2021 academic year
- **Accountability Committee**
 - Dr. Bond presented the 2018-19 NYC DOE School Quality Report. SHLA received an "excellent" rating in six of the seven framework categories highlighted by the DOE, including student achievement. The Board discussed how to disseminate these strong results as part of its recruitment strategy.
 - Dr. Bond presented Interim I test results to the Board. The Board commented that 8th grade appears to be on track and that gains have been made in 6th grade since September. The Board also inquired as to the very high results in 7th grade math. Dr. Bond explained that this group was tested on standards they have been covering since last May which led to high rates of mastery.
- **Executive Committee**
 - The Board discussed the transition of SHLA leadership. **The Board unanimously approved a motion to create a leadership search subcommittee that will evaluate and make recommendations to the Board regarding a leadership team structure for next year and to coordinate any efforts to search for candidates.**
 - Dr. Bond and Ms. Persenaire discussed their thoughts regarding SHLA leadership for next year, including whether to consider combining the Executive Director and Principal roles. The Board asked Dr. Bond and Ms. Persenaire to provide information on their current roles (including the amount of time spent across different functions), on a more comprehensive set of responsibilities that the SHLA leadership team is responsible for (collectively), and on the current SHLA leadership team structure.
- **Principal Update**
 - Ms. Persenaire reported to the Board that 90% of families attended parent-teacher conferences.

Meeting adjourned at 8:17 pm.

I, Elizabeth Phillips, do hereby certify that I am the duly qualified and acting Secretary of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on November 21, 2019 at which quorum was present throughout. (December 6, 2019)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Bianca Peart
Elizabeth Phillips (Secretary)
Caitlin Robisch
Sarah Yan
Arun Yang



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

December 19, 2019 from 6:30-8:00 pm
222 W. 134th Street

• **Welcome**

Call to Order

Gabrielle Apollon	Absent (Excused)
Ankur Dalal	Absent (Excused)
Maureen Higgins	Present
Kristopher John	Present
Bianca Peart	Present
Elizabeth Phillips	Absent (Excused)
Caitlin Robisch	Present
Sarah Yan	Present
Arun Yang	Absent (Excused)

Also present at the meeting: Constance Bond, Executive Director; Meghann Persenaire, Principal; Marissa Goulbourne, Alumni Relations Manager; and Salone Kapur, Board candidate.

• **Public Comment**

No requests for public comment were received.'

• **Consent Agenda**

Minutes from the November 21, 2019 Board meeting were unanimously approved by the Board.

• **Nominating Committee**

- Dr. Bond informed the Board that there was no response yet from the school's authorizer on the candidacy of Salone Kapur. This is required for a Board member to have full voting rights.
- Dr. Bond informed the Board that Renee Christie had withdrawn from consideration for personal reasons.

• **Finance Committee**

- Dr. Bond presented the November Finance Report for discussion, noting the changes to projections for general education and special education enrollment, along with increases in Title funding. The school is currently on track to run a surplus of approximately \$165,000.
- Dr. Bond provided an update on the 401k transfer. The transition hit a few bumps, some related to Principal, some to Empower, with Empower replacing the transition lead on their end. After a meeting with Mr. Scanlon to discuss, Dr. Bond was assured that all was now on track. These issues resulted in a transition delay of about a month.

- Ms. Goulbourne presented her proposal to launch College Visit Travel Grants to support alumni visits to colleges of interest or colleges they have applied to/been accepted to. Grants would be for up to \$100 for day trips to SUNY campuses or a college that meets full need that is accessible by bus or train. Alumni would complete a very short application explaining why they want to visit a particular campus and, if approved, Ms. Goulbourne would plan the trip for them. Alumni would save receipts for travel/food and submit for reimbursement, along with a paragraph reflecting on their experience and a selfie from campus. **The Board unanimously approved \$2,000 for alumni travel grants to come from the scholarship investment account.**

- **Accountability Committee**

- Dr. Bond informed the Board that Mary Grace Eapen has been hired as the charter renewal consultant to assist in the preparation of materials for the school's upcoming charter renewal process. Materials will be due to the DOE on October 1, 2020.
- Ms. Persenaire presented her proposal for the configuration of the school's leadership team beginning in the 2020-2021 academic year. Her recommendations include the elimination of the Executive Director role, with responsibilities moved to the Principal and Assistant Principal job descriptions, and the addition of a Director of Student Affairs. The Board reacted favorably, asking questions about load and who might staff the new role. Ms. Persenaire will continue to flesh out the proposal and will bring an update to the January meeting.

- **Principal Update**

- Ms. Persenaire presented the Dashboard to the Board, focusing on scholar enrollment.
- Ms. Persenaire discussed the successful quarter one Honor Roll Dinner where over 70 families attended to celebrate the achievement of their scholars. She also highlighted the Honor Roll Assemblies and recent Spirit Week that were also a success.

- **Executive Session**

- The Board entered Executive Session to discuss a scholar matter.

Meeting adjourned at 8:03 pm.

I, Maureen Higgins, do hereby certify that I am the duly qualified and acting Treasurer of St. HOPE Leadership Academy Board of Trustees, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on December 19, 2019 at which quorum was present throughout. (December 20, 2019)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Bianca Peart
Elizabeth Phillips (Secretary)
Caitlin Robisch
Sarah Yan



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

January 23, 2020 from 6:30-8:00 pm
222 W. 134th Street

• **Welcome**

Call to Order

Gabrielle Apollon	Present
Ankur Dalal	Present
Maureen Higgins	Present
Kristopher John	Present
Salone Kapur	Present
Bianca Peart	Absent (Excused)
Elizabeth Phillips	Present
Caitlin Robisch	Absent (Excused)
Sarah Yan	Absent (Excused)

Also present at the meeting: Constance Bond, Executive Director; and Meghann Persenaire, Principal.

• **Public Comment**

No requests for public comment were received.

• **Consent Agenda**

Minutes from the December 19, 2019 Board meeting were unanimously approved by the Board.

• **Nominating Committee**

- The Board discussed the resignation of Arun Yang from the Board, effective immediately.
- The Board reviewed current committee membership. Dr. Bond noted that SHLA will need an updated copy of the board members' resume for the charter renewal process.

• **Finance Committee**

- Ms. Persenaire presented the 2019-2020 scholar recruitment budget and discussed current recruitment planning. SHLA is currently trying to build expertise for recruitment in-house and is working with a marketing consultant in preparation for the start of recruitment.
- Dr. Bond provided an update on the 401k transfer. The transition will start on January 28, and will go for no more than 30 days. SHLA has scheduled an upcoming meeting with the staff and Wells Fargo for the staff to learn about the plan and select investments.
- Dr. Bond reminded the Board of the College Visit Travel Grants to support alumni visits to colleges.
- Mr. Dalal presented options to reduce the volatility of SHLA's investment account. There is currently \$2.5 million in the account. The Board discussed its goal of minimizing volatility while growing the portfolio to

support future scholarships. The Board discussed its interest in having a discussion during a later meeting to revisit its goals around what should be SHLA's ideal level of assets and what opportunities there are to use of any growth in funds for increasing scholarships or other uses that benefit SHLA students and/or alumni.

- **Accountability Committee**

- Ms. Persenaire presented the Interim II Results which demonstrated that scholars were on track to perform well on the state exams. Ms. Persenaire, Dr. Bond, and the Board discussed SHLA's history of improving student test scores and considered having a deeper discussion in the future to talk about opportunities to push SHLA's results even further.
- Ms. Persenaire and Dr. Bond discussed the proposed leadership team roles and responsibilities for the 2020-2021 academic year. In this proposal, the Executive Director role would be removed and a Director of Student Affairs role would be created. Some of the primary shifts in responsibility associated with the proposal included that the Principal take on many Executive Director responsibilities and continue to be responsible for school leadership; that a Director of Student Affairs assume responsibilities from the current Principal role for parent engagement and school culture; and that the Assistant Principal assume academic performance responsibilities (including curriculum, testing, and data) from the current Principal role. Ms. Persenaire and Dr. Bond discussed their rationale for this proposal and for how these changes would create desirable growth opportunities for the SHLA leadership team. The Board asked questions to clarify specifics of the proposal and on how roles would change. The Board viewed the proposal favorably and agreed that reflects thoughtful succession planning for SHLA. Following further discussion, **the Board unanimously approved the proposed leadership team roles and responsibilities for the 2020-2021 academic year.**
- Ms. Persenaire presented the dashboard data.

Meeting adjourned at 8:16pm.

I, Elizabeth Phillips, do hereby certify that I am the duly qualified and acting Secretary of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on January 23, 2020 at which quorum was present throughout. (February 10, 2020)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Bianca Peart
Elizabeth Phillips (Secretary)
Caitlin Robisch
Sarah Yan



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

February 27, 2020 from 6:30-8:00 pm
222 W. 134th Street

- **Welcome**

Call to Order

Gabrielle Apollon	Present
Ankur Dalal	Absent (Excused)
Maureen Higgins	Present
Kristopher John	Present
Salone Kapur	Present
Bianca Peart	Present
Elizabeth Phillips	Absent (Excused)
Caitlin Robisch	Present
Sarah Yan	Absent (Excused)

Also present at the meeting: Constance Bond, Executive Director; and Meghann Persenaire, Principal.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the January 23, 2020 Board meeting were unanimously approved by the Board.

- **NJHS/SGA Scholar Presentation**

- Scholars who attended the LEAD conference discussed the impact on the school community including quarterly lessons for community circles and a possible field day with the elementary school and high school in the building.
- Scholars presented the organizations' proposal for their annual trip, requesting \$21,000 to conduct a bus tour of New York State in early June. Board members asked questions about planned activities and expenses. **The Board unanimously approved using \$21,000 of surplus funds to fund this trip.**

- **Nominating Committee**

- Ms. Apollon stated that there is currently no one actively being considered for Board membership and asked current members to review their networks and consider who might be a good match.

- **Finance Committee**

- Dr. Bond discussed the upcoming Scholarship Selection Committee and reminded the Board that it is required that a member of the Board sit on this decision committee. Ms. Higgins volunteered to serve.

- Ms. Persenaire discussed the current scholar recruitment campaign, stating that the school had received 243 applications to date. This is slower than expected with a goal of receiving 400 by March 15th and 800 by the lottery deadline of April 7. The school continues to follow the plan laid out by the recruitment/marketing consultant and has created three temporary part-time positions being filled by current staff – one Recruitment Manager and two Enrollment Managers. The Recruitment Manager will be canvassing evenings and weekends, with the staff member selected being someone from the neighborhood. The two Enrollment Managers will focus their work on converting applicants to fully-enrolled students who attend the first day of school. Most of their work will be over the summer. If the goal of 400 applications by March 15th is not met, Ms. Persenaire will consider hiring the gentleman who worked with us last year to further drive numbers prior to the lottery.
- The Board reviewed the 2018 tax return. Dr. Bond reported that, for the first time, the school will be receiving a small refund due to the repeal of the transit tax. **The Board unanimously approved the 2018 tax return as presented.**
- Dr. Bond reported that the 401k transition from Principal to Empower was complete, with a blackout period that was much shorter than projected. Representatives from Wells Fargo were onsite for two separate days to support staff and respond to any questions or concerns. Staff seems very pleased.

- **Accountability Committee**

- Ms. Persenaire presented the MAP Midline results which demonstrated that scholars were generally on track to perform well on the state exams. All grades demonstrated significant growth in both ELA and math, beating targets set by NWEA.
- Ms. Persenaire discussed projections for state exam performance. 7th and 8th grade math and 7th grade ELA are on track to beat last year's scores. 8th grade ELA should have at least 50% pass and might meet/exceed last year's results of 56% passing. As happens each year, 6th grade is tougher to predict, partly because we don't know the students as well and partly because the MAP exams do not assess the same standards that are tested on the state exams. The Board discussed 6th grade math in particular with Ms. Persenaire explaining that the student-by-student analysis gives her confidence that the Interim results are more predictive than the MAP results in this case.
- Dr. Bond discussed the possible formation of a Board Google account that would be accessible only by Board Members, the Executive Director and the Principal where key documents like Board bylaws and the school's charter could be stored for member use. **The Board unanimously approved the formation of a Board Google account that would be housed through the school's platform and accessible only to Board members and the Executive Director/Principal**

- **Principal Update**

- Ms. Persenaire reviewed the monthly Dashboard data.
- Ms. Persenaire discussed the school's new Attendance Plan that will help the school achieve 95% average daily attendance, which has recently been slipping a bit. Any scholar with six or more absences has a mandatory family meeting where a plan is discussed to improve attendance. The scholar is assigned a staff member as a buddy to help the family meet the goal. So far, it is having a positive impact on attendance rates.
- The Board discussed Board legal services and decided to table this until after charter renewal.

Meeting adjourned at 8:06pm.

I, Caitlin Robisch, do hereby certify that I am a duly qualified Board member of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on February 27, 2020 at which quorum was present throughout. (February 28, 2020)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Bianca Peart
Elizabeth Phillips (Secretary)
Caitlin Robisch
Sarah Yan



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

March 26, 2020 from 6:30-8:00 pm
Via Videoconference

- **Welcome**

Call to Order

Gabrielle Apollon	Present (via video conference)
Ankur Dalal	Present (via video conference)
Maureen Higgins	Present (via video conference)
Kristopher John	Present (via video conference)
Salone Kapur	Present (via video conference)
Bianca Peart	Present (via video conference)
Elizabeth Phillips	Present (via video conference)
Caitlin Robisch	Present (via video conference)
Sarah Yan	Absent (Excused)

Also present at the meeting: Constance Bond, Executive Director; and Meghann Persenaire, Principal. Due to the coronavirus outbreak and closing of the SHLA building, the meeting took place via video conference.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the February 27, 2020 Board meeting were unanimously approved by the Board.

- **Finance Committee**

- Ms. Higgins reported on the scholarship selection committee's finalist interviews and shared the committee's recommendations for the HARLEM and Journey scholarships as well as the Book Awards. **The Board unanimously approved the committee's recommendation to award four HARLEM scholarships, one and a half Journey scholarships and two Book Awards totaling \$48,500. These funds will be transferred from the Vanguard account to the scholarship account.**
- The Board asked questions regarding the financial status of SHLA's scholarship fund. Since transferring funds to a debt-based mutual fund, the account has grown by approximately \$6,000.
- Dr. Bond discussed possible cost savings resulting from closing SHLA and transitioning to distance learning as a result of the coronavirus outbreak. The Board asked about how coronavirus may impact the 2020-2021 budget, including with respect to healthcare costs. Dr. Bond believes that SHLA will receive payments for the current budget-year commitment from the state of New York, but that there may be a reduction in state funding for the 2020-2021 academic year. The Board discussed potential sources of additional funding if the state or city cuts funding for the next year.

- Ms. Persenaire presented to the Board regarding the scholar recruitment campaign for the 2020-2021 school year. Applications have slowed down. As with most charter networks, SHLA is not planning to change the date of our lottery and will proceed with the lottery on April 8. Dr. Bond and Ms. Persenaire reported that SHLA will continue to accept applications throughout the spring to build its waitlist. In addition, Dr. Bond reported that SHLA is unable to access its mail, which likely includes additional applications. The Board discussed possible ways to solve this problem to ensure all applications postmarked by April 1 are included in the lottery.
- Dr. Bond presented the February 29, 2020 finance report. She discussed her expectation that SHLA will save on costs throughout the remainder of the year as a result of closure due to coronavirus. For example, SHLA expects to save on budgeted spending for field trips. Dr. Bond will prepare year-end projections to discuss at the April 2020 board meeting. The Board discussed the extent to which cost savings for the remainder of the school year may be used to support SHLA's 2020-2021 budget in the event that state funding is reduced for next year.
- The Board considered how the budget may be impacted if SHLA is not able to enroll 100 sixth graders for the 2020-2021 year, and discussed how it may affect staffing decisions.
- Mr. Dalal reported on diversification of SHLA's investment account, which was moved to a more conservative portfolio between the February and March meetings (upon unanimous approval by the Board) in order to prevent additional losses during the recent market volatility. Mr. Dalal proposed that the Board consider thinking about a one- or two-year investment horizon in selecting a diversification strategy, rather than the ten-year investment horizon that had previously been considered. To support this discussion, Mr. Dalal will prepare analyses of alternative portfolio strategies.
- Ms. Apollon asked whether SHLA currently receives any financial advising for its account. Dr. Bond will contact Vanguard to determine whether SHLA's account is large enough to qualify for free non-profit advising.

- **Accountability Committee**

- Dr. Bond reported that state exams have been cancelled for the year. NY State has not yet reported whether the Regents exams will be cancelled as well. She discussed with the Board that it is not clear how this will affect which metrics the authorizer relies on for charter renewal.
- Ms. Persenaire reported on SHLA's distance learning implementation and presented SHLA's continuity plan for distance learning. SHLA began distance learning on Wednesday, March 18.
 - Regarding technology and access, SHLA provided approximately 180 laptops and wireless access points to students to support distance learning, and SHLA provided cell phones as hot spots.
 - Regarding attendance, on its first day, SHLA had 96% attendance for distance learning. Today (March 26), there were only three absences. Attendance has been at least 96% every day.
 - Regarding curriculum, SHLA is continuing to use online resources that are already part of the curriculum (such as Achieve 3000) and has also introduced new resources.
 - Scholars receive 90 minutes of ELA and math instruction per day, and 45 minutes of science and social studies instruction per day, and 20 minutes of art and physical education per day. Ms. Persenaire discussed examples of the various instruction tools and techniques that teachers are employing.
 - Regarding the evaluation of student work, SHLA is continuing to find the best ways to get work back from scholars. SHLA plans to email report cards at the end of Quarter 3 in April and advisors continue to email weekly progress reports.
 - Regarding SHLA culture, scholars and teachers are in regular contact. Behavior intervention specialists are doing wellness checks twice a week. Scholars are interacting with one another during office hours and during advisory hangouts. Ms. Persenaire expects that the scholars will be seeing one another 3-4 times a day by next week. Department and team meetings are continuing on a regular basis. The leadership team is meeting twice a week.

- Regarding ELL and special education, scholars continue to receive targeted interventions and teachers are checking in on scholars with IEPs on a daily basis. Ms. Persenaire reported that some scholars are flourishing under a distance learning model, and that teachers are identifying tools that could be adopted into classroom learning once students return to SHLA.
- Scholars are sending feedback and reflections to Ms. Persenaire on a daily basis.
- The Board discussed that it will need to update its bylaws. Board members will review the bylaws and be prepared to discuss potential changes at the April meeting.
- The Board Google account is online and available.
- Dr. Bond noted that Board member biographies will need to be updated before charter renewal. Board members will review their biographies and submit any edits to SHLA.

Meeting adjourned at 8:12 pm.

I, Elizabeth Phillips, do hereby certify that I am the duly qualified and acting Secretary of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on March 26, 2020 at which quorum was present throughout. (March 26, 2020)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Bianca Peart
Elizabeth Phillips (Secretary)
Caitlin Robisch
Sarah Yan



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

April 23, 2020 from 6:30-8:00 pm
Via Videoconference

- **Welcome**

Call to Order

Gabrielle Apollon	Present (via video conference)
Ankur Dalal	Present (via video conference)
Maureen Higgins	Present (via video conference)
Kristopher John	Present (via video conference)
Salone Kapur	Present (via video conference)
Bianca Peart	Present (via video conference)
Elizabeth Phillips	Absent (excused)
Caitlin Robisch	Absent (excused)
Sarah Yan	Present (via video conference)

Also present at the meeting: Constance Bond, Executive Director; and Meghann Persenaire, Principal. Due to the COVID-19 outbreak and closing of the SHLA building, the meeting took place via video conference.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the March 26, 2020 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- Ms. Apollon updated the Board on potential candidates in the pipeline.
- The Board discussed how to navigate the potential candidate vetting process while the school building is closed due to COVID-19. Typically, potential candidates would participate in a school tour, meet with the Principal and Executive Director, and attend a Board meeting. We discussed modifying the process to replace the school visit with other opportunities to learn about the school and meet students virtually, by either observing a class or virtually meeting with a group of students, and to virtually meet with Ms. Persenaire and Dr. Bond.

- **Finance Committee**

- Dr. Bond updated the Board with information that came out of recent meetings with NYSED, CSBM and the Charter Center about state budget implications for the 2020-2021 school year as a result of COVID-19.
 - CSBM's recommendation is to make a 10% reduction in the SHLA operating budget to account for potential losses in revenue. Discussions are taking place with Leadership Team to determine where to make reductions in the budget. One cost saving reduction will come from not backfilling three open positions, with a plan to ensure all responsibilities are managed by current staff. Surplus from the 2019-2020 school year will also be used to make up budget shortfalls. The draft 2020-2021 budget will be presented at the May meeting.

- Dr. Bond discussed the March Finance Report, focusing on potential savings and the overall surplus.
- Mr. Dalal and Mr. John raised questions about how losses and gains in the investment account are accounted for in the finance report. Dr. Bond will request a follow-up conversation with CSBM and the Finance Committee to discuss the accounting of and impact of activity in the investment account on school finances.
- Ms. Persenaire reported on the results of the student enrollment lottery.
 - SHLA received a total of 400 applicants for seats. There are currently 106 6th graders who have enrolled for the 2020-2021 school year. Ms. Persenaire commented that despite concerns about applications slowing down due to the virus, the virtual process has resulted in faster conversions, leading to earlier enrollment than the school has seen in the past.
 - SHLA will conduct weekly emails and phone calls to cultivate enrolled families and keep them engaged through the spring and summer.
- Mr. Dalal shared a prepared analysis of alternative portfolio strategies to support the Board to make a decision about how to proceed with the SHLA investment account during a time of market volatility.
 - Dr. Bond shared that we are not eligible for Vanguard consulting as an account balance of 3 million dollars is required. Vanguard suggested that SHLA's decision to move to a balanced fund was smart, and also recommended we look at their LifeStrategy Income Fund.

● **Accountability Committee**

- Dr. Bond reported to the Board that all state Regents exams are cancelled for the year. NYS policy is that students will receive credit for the exam if they pass the associated class. SHLA offers Regents Earth Science and US History exams. SHLA has decided to hold oral defenses for students who have between a 2.25-3.0 cumulative GPA in order to determine a passing exam score.
- Ms. Persenaire provided a report on virtual learning.
 - Ms. Persenaire reported that while attendance has been consistently strong, the staff has noticed more absences in the past week and are implementing a plan to engage absent students.
 - Through wellness checks, staff discovered that a number of SHLA students are sharing laptops with siblings, and are taking on more family responsibilities due to stay-at-home orders. The schedule has become more flexible throughout the school day, with input from teachers, students, and parents.
 - Teachers report that participation is strong, and they are finding new ways to teach and engage students virtually. Meetings continue virtually, including a staff gratitude hour.
 - Curriculum has shifted from reviewing previously taught content to teaching new content, and the goal is to meet the same standards as originally intended pre-COVID.
 - SHLA has been able to ensure that each student has consistent internet access at home.
- Dr. Bond reported that the DOE was unable to provide an update on how they plan to proceed with charter renewals, and that an update will not likely be available until July.
- The Board reviewed the by-laws and discussed possible updates. Review and discussion will continue at the May meeting.

● **Principal Update**

- Ms. Persenaire presented the Principal's Dashboard to the Board.
 - Attendance was 95% in March and will improve further in April.
 - There were 4 student withdrawals in March for a variety of reasons, but enrollment has been steady since the move to distance learning.

Meeting adjourned at 8:12 pm.

I, Maureen Higgins, do hereby certify that I am the duly qualified and acting Secretary of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on April 23, 2020 at which quorum was present throughout. (April 23, 2020)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Bianca Peart
Elizabeth Phillips (Secretary)
Caitlin Robisch
Sarah Yan



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

May 28, 2020 from 6:30-8:00 pm
222 W. 134th Street

- **Welcome**

Call to Order

Gabrielle Apollon	Present
Ankur Dalal	Present
Maureen Higgins	Present
Kristopher John	Present
Salone Kapur	Present
Bianca Peart	Present
Elizabeth Phillips	Present
Caitlin Robisch	Present
Sarah Yan	Present

Also present at the meeting: Constance Bond, Executive Director; Meghann Persenaire, Principal; and Jennifer Ng, candidate for the Board. Due to the COVID-19 outbreak and closing of the SHLA building, the meeting took place via video conference. The meeting is being recorded and will be posted, along with a transcription, to the SHLA website.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the April 23, 2020 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- Ms. Apollon introduced Board candidate Jennifer Ng, who recently had a virtual school visit. The Board asked Ms. Ng about her virtual visit and her interest in joining the Board.

- **Finance Committee**

- Dr. Bond reported that the state has provided a per pupil grant projection, but that there may be reductions if the state is unable to obtain federal support. As a result, in thinking about SHLA's budget, the Board will consider where cuts can be made if it becomes necessary. In addition, surplus from the current year may be rolled into next year's budget, which has not been permitted in the past. SHLA did not apply for the PPP loan, and has not had to furlough any staff, all of which continue to work full-time. The Board discussed that SHLA may be eligible for loans and can consider applying for a loan. Mr. Dalal will follow up with the Board with additional information and to discuss the process.

- Dr. Bond presented the draft budget for the 2020-2021 academic year. SHLA currently projects a surplus of approximately \$324,893 for the 2019-2020 fiscal year, and projects a \$421,133 surplus for 2020-2021. With respect to state grants for 2020-2021, SHLA is not projecting additional funding at the end of the year, as has happened in prior years. For the purposes of the budget, SHLA is not anticipating any meaningful reduction in student enrollment for 2020-2021 relative to 2019-2020. The Board asked about how SHLA arrived at its projected realized gain for investing activities (from the scholarship account) as well as investment income for interest and dividends. In addition, Dr. Bond discussed certain budgeted expenses and how SHLA is approaching cost savings by reducing certain line items relative to the current year. Dr. Bond also identified line items that have not been revised downward but for which it is possible that SHLA will realize cost savings for activities that may be unable to occur given the pandemic. The Board will review and vote to approve a final budget at its June meeting.
- Dr. Bond explained that SHLA will be moving to a system in which all scholars will have a laptop. SHLA plan to purchase chrome books for each incoming sixth grade class, including a set of extra chrome books. These laptops will follow scholars through to eighth grade.
- Ms. Persenaire provided an update to the Board on scholar recruitment and enrollment for 2020-2021. Recruitment and enrollment has progressed well. As of the last week, SHLA as 130 accepted students, of whom 44 have already completed registration and 40 have the registration process in progress. The Board asked about how these figures compare to prior years; Ms. Personaire responded that SHLA is farther along this year in part to SHLA's use of SchoolMint. This class of students currently has 14 ELLs. For the summer, SHLA has two in-house enrollment coordinators who will focus on building and maintaining relationships with accepted students. Ms. Persenaire has also begun to email these families on a weekly basis to provide updates on SHLA.
- Mr. Dalal led a continued discussion with the Board regarding SHLA's investment account. The Finance Committee spoke with the accountants regarding how best to communicate that SHLA has run on budget every year, and the investment account has realized overall returns despite losses in the current year. Mr. Dalal presented various alternatives for diversifying SHLA's investment account to balance risk and returns. He will present updated information in June for the Board to decide whether it would like to move the investment account from the short-term bond fund to a diversified fund. The Board also discussed establishing a policy with objective measures for evaluating decisions around moving funds; the Finance Committee will plan to meet in several weeks to discuss further.

- **Accountability Committee**

- Ms. Persenaire reported to the Board on SHLA's implementation of distance learning. Scholars continue to be engaged and teachers are focused on adapting and adjusting lesson plans based on what has been working well. Teachers and coaches are continuing to find creative ways to assess scholars. SHLA does not believe it will be able to do an end-of year assessment given the distance learning situation, and the testing organization will not be supporting at-home testing for this year. However, Ms. Personaire and Dr. Bond discussed that SHLA is data-rich and will be able to rely on data to evaluate scholar performance and growth.
- Dr. Bond discussed proposed changes to the Board bylaws, and will revisit the topic with the Board at the June meeting.
- Ms. Persenaire discussed planning for the 2020-2021 year, including three plans: (i) return to the building, (ii) continued distance learning, and (iii) a hybrid. For the hybrid plan, SHLA's leadership team has developed four frameworks that can be adapted depending on guidance from the city and state.

- **Principal Update**

- Ms. Persenaire presented on scholar attendance. The SHLA leadership team is thinking about how SHLA can leverage scholar performance data for a dashboard if SHLA continues to operate under distance learning in the fall.

Meeting adjourned at 8:07 pm.

I, Elizabeth Phillips, do hereby certify that I am the duly qualified and acting Secretary of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on May 28, 2020 at which quorum was present throughout. (May 28,)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Bianca Peart
Elizabeth Phillips (Secretary)
Caitlin Robisch
Sarah Yan



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

June 25, 2020 from 6:30-8:00 pm
222 W. 134th Street

• **Welcome**

Call to Order

Gabrielle Apollon	Present
Ankur Dalal	Present
Maureen Higgins	Present
Kristopher John	Absent (Excused)
Salone Kapur	Present
Bianca Peart	Present
Elizabeth Phillips	Present
Caitlin Robisch	Present
Sarah Yan	Present

Also present at the meeting: Constance Bond, Executive Director; Meghann Persenaire, Principal; Jennifer Ng, Trustee candidate; Collin Raymond and Nelson Chui from CSBM; and James Vora and Mark Taub from MBAF.

• **Public Comment**

No requests for public comment were received.

• **Consent Agenda**

Minutes from the May 28, 2020 Board meeting were unanimously approved by the Board.

• **Nominating Committee**

- The Board discussed the candidacy of prospective Trustee Jennifer Ng. **Ms. Ng was unanimously elected to the Board, subject to approval by school's authorizer.**
- **The Board unanimously reelected the following slate of officers for the 2020-2021 year: Ankur Dalal as President, Gabrielle Apollon as Vice President, Maureen Higgins as Treasurer, and Elizabeth Phillips as Secretary.**
- The Board discussed the proposed Board calendar for the 2020-2021 year. Dr. Bond noted that SHLA does not expect to have access to the school building for Board meetings prior to September at the earliest. **The Board voted unanimously to approve the 2020-2021 Board meeting calendar.**

• **Finance Committee**

- CSBM and the auditors from MBAF discussed with the Board the process of how SHLA's financial statements are audited. The auditors then reported their preliminary work as an annual kick-off presentation to the Board. Dr. Bond discussed SHLA's expectations for the next fiscal year, including current projections

of surplus and the possibility of reduced per pupil funding. The Board and the auditors discussed how SHLA's investment account, and the realized loss incurred this year when the funds were transferred to lower-risk investments, would be presented in the financial statements.

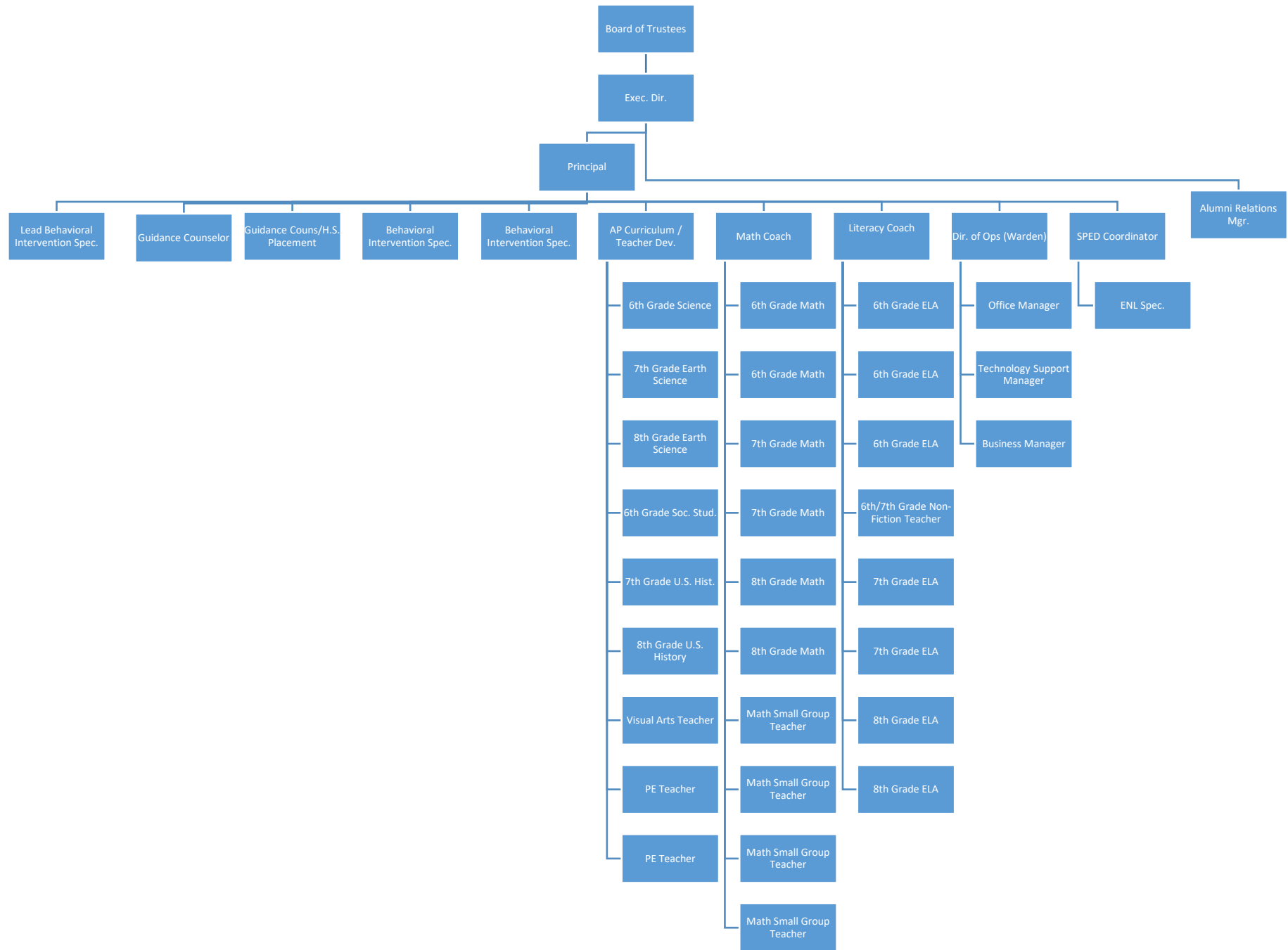
- Dr. Bond provided an update to the Board regarding the NY State Budget. The State has not yet announced any budget cut, but SHLA has prepared a 2020-2021 budget to accommodate a budget cut of 10%. Additionally, the State will allow schools to make changes to the budget throughout the next year, in light of expected cuts and financial uncertainty.
- **The Board unanimously approved the 2020-2021 budget as presented.**
- Ms. Persenaire provided an update on scholar recruitment and enrollment. There are currently 85 scholars who have completed registration, 32 are progress, and 2 are waiting to start. 57 are on the waitlist, but all are 7th and 8th graders. The goal is to fully enroll 110 new scholars before the start of school, which is currently on track. To ensure that SHLA maintains an active waitlist of 6th graders, the school hired an internal recruitment coordinator to recruit additional scholars. In addition, two SHLA teachers are acting as enrollment coordinators over the summer; they are focused on building and maintaining relationships with new families. Ms. Persenaire also responded the questions from the Board regarding how SHLA is thinking about the timing and format of orientation for the incoming 6th grade class.
- Mr. Dalal presented an analysis summarizing the performance of different funds during the COVID-related market volatility, to inform the Board's discussion regarding diversifying the investment account. The Board agreed to leave its funds in the Vanguard Short-Term Federal Fund (100% bonds) and determined to revisit its investment strategy in several months as well as on a periodic basis throughout the year. The Board also discussed revisiting the investment policy in order to establish procedures and benchmarks to inform future investment decisions.

- **Accountability Committee**

- Ms. Persenaire discussed with the Board her reflection on her performance for the past year and goals for the upcoming year. Ms. Persenaire responded to questions from the Board, including with respect to academic performance data.
- Ms. Persenaire presented the monthly dashboard to the Board. Ms. Persenaire, Dr. Bond, and the Board discussed scholar attendance and potential options for student assessments. SHLA's Director of Technology is monitoring technological advances for testing in the fall and working to ensure that scholars' laptops have the necessary capabilities for any testing.
- Discussion of the Board by-laws was tabled until the July meeting.

Meeting adjourned at 8:10 pm, at which point the Board entered into Executive Session to discuss an HR matter.

I, Elizabeth Phillips, do hereby certify that I am the duly qualified and acting Secretary of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on June 25, 2020 at which quorum was present throughout. (June 25, 2020)





Academic Calendar 2020-2021

Meghann Persenaire, Principal
Phone: 212-283-1204

Quarter 1 Days 42

First Day: August 26, 2020
Last Day: October 23, 2020

Quarter 2 Days 44

First Day: October 26, 2020
Last Day: January 15, 2021

Quarter 3 Days 48

First Day: January 19, 2021
Last Day: April 9, 2021

Quarter 4 Days 48

First Day: April 12, 2021
Last Day: June 18, 2021

TOTAL DAYS 182

LEGEND	
	NO SCHOOL for Students and Teachers
3	(Bold & Italic) Friday Early Release 1:15 dismissal
	Parent Teacher Conferences
	New York State Testing Dates
	Magenta shaded boxes indicate no school for students, but inservice for teachers and staff.

AUGUST						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

OCTOBER						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

DECEMBER						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY						
Su	M	Tu	W	Th	F	Sa
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

APRIL						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

JUNE						
Su	M	Tu	W	Th	F	Sa
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

August 17	All New Teachers Report
August 19	All Teachers Report
August 26	New Students Report
August 31	All Students Report
August 26 - 28	12:30 PM Dismissal

October 23	Quarter 1 Ends
October 26	No School: Staff Development

December 21-31	Term Break
Dec 21 - Jan 1	Office Closed

February 3 and 4	12:30 Student Dismissal
February 3 and 4	Parent - Teacher Conferences 2:00-7:00 PM
February 15 - 19	Winter Break: No School
February 22	No School: Staff Development

April 1	Quarter 3 Ends
April 2-9	No School: Spring Break
April 20-21	NYS ELA Exams: 1:15 Dismissal

June 17	US History Regents 9:15
June 16	Quarter 4 Ends
June 21	Last Day of School: 12:30 p.m. Dismissal
June 18	No School: Juneteenth
June 21	Graduation 4:00

SEPTEMBER						
Su	M	Tu	W	Th	F	Sa
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

NOVEMBER						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JANUARY						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MARCH						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

MAY						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

JULY						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 3	Family Fair - 4:30-6:30
September 7	No School: Labor Day
November 3	Parent-Teacher Conferences 10 - 5 PM
November 4	Parent-Teacher Conferences 2-7 PM
November 11	No School: Veteren's Day
November 25-27	No School: Thanksgiving Holiday
January 1	No School: Holiday
January 4	No School: Staff Development
January 15	Quarter 2 Ends
January 18	No School: Holiday
May 4-5	NYS Math Exams: 1:15 Dismissal
May 17-28	NYSELAT Exams
May 13	No School: Eid al-Fitr
May 31	No School: Memorial Day